

Workforce Development Directory 2000

*Workforce
Preparation
Programs and
Services in
Washington
State*

WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD

The Vision

The Workforce Training and Education Coordinating Board is Washington State's valued and trusted source of leadership for the workforce training and education system.

Mission Statement

The Workforce Training and Education Coordinating Board's mission is to bring business, labor, and the public sector together to shape strategies to best meet the workforce training needs of all of Washington's students, workers, and employers in order to create and sustain a high-skill, high-wage economy.

To fulfill this mission, Board members and staff work together to:

- Advise the Governor and Legislature on workforce training and education policy.
 - Promote a system of workforce training and education that responds to the lifelong learning needs of the current and future workforce.
 - Advocate for the nonbaccalaureate training and education needs of workers and employers.
 - Facilitate innovations in policy.
 - Ensure system quality and accountability by evaluating results and supporting high standards and continuous improvement.
-

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Would you like to be contacted about future WTECB initiatives in this field?		Yes ____ No ____
If we have any questions about what you have written here, may we contact you? (If you answered "yes" to this question or question #7, please fill out the following.)		Yes ____ No ____
NAME	ADDRESS	
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Workforce Development Directory

*A Directory of Workforce Preparation Programs
and Related Services in Washington State*

April 2000

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INTRODUCTION

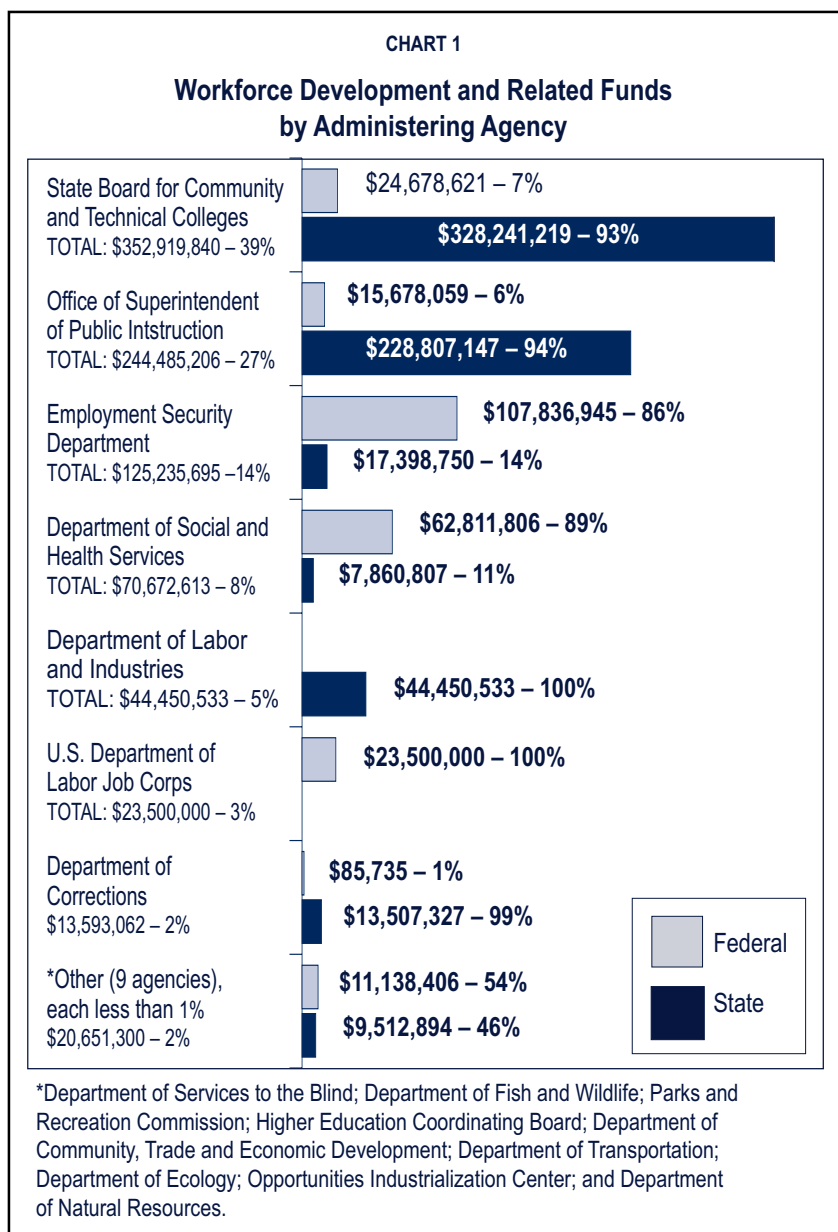
The *Workforce Development Directory 2000* identifies and describes workforce development programs and related services available to youth and adults in Washington State. Consistent with the Workforce Training and Education Coordinating Board's (WTECB) statutory role, it focuses on education and training resulting in less than a baccalaureate degree—education and training that prepares individuals for 75 percent of all jobs. The Directory has become a valuable resource for workforce training educators and planners, school and social service administrators, community and government officials, legislators, and business and labor leaders to understand the variety, scope, and interrelationships of workforce development programs and services in our state.

This edition of the *Workforce Development Directory* will be particularly useful because of changes to the workforce development system brought about by Governor Locke's 1999 Executive Order on Workforce Development, the Workforce Investment Act of 1998 (WIA), and amendments to the Carl D. Perkins Vocational and Technical Education Act of 1998. These changes will:

- Improve coordination among workforce development programs, including job training, employment services, adult education and literacy, vocational rehabilitation, and secondary and postsecondary vocational education.
- Provide greater flexibility to the state and its communities to design and administer a high-quality workforce development system to meet local needs.
- Improve customer services by providing students, job seekers, and employers “one stop” access to a variety of career-related employment and training services available in a community.
- Measure how well workforce development programs succeed in preparing people for jobs and making this information available for customers to make informed choices.

As you read about the programs described in this directory, you will come across numerous references to these changes. One reference that should be noted is “WorkSource.” WorkSource is the state's new one-stop employment and training center system. WorkSource centers will be located throughout the state providing job seekers and employers with information about, and access to, job training, education, and employment services, either in person or electronically. This one-stop approach is one of the primary service delivery improvements called for in the Workforce Investment Act.

Executive Order 99-02 directed WTECB (Workforce Board) to act as the Workforce Investment Board for WIA purposes. It directed the Board to work with the state's workforce development operating agencies, the Department of Social and Health Services, the Department of Labor and Industries, local workforce development councils, and other organizations to prepare and carry out a strategic plan for the state's workforce development system.



In order to meet these goals, the very best information about program goals, resources, services, and performance expectations is needed. To meet this need, the Directory describes 46 workforce development and related programs administered by 16 different agencies and organizations in Washington State. (See Chart 1.)

The combined total of state and federal funds for these programs is \$895,508,249. Federal funds accounted for \$245,729,572 or 27 percent of the total workforce development funds. State funds accounted for \$649,778,677 or 73 percent. (See Chart 2.)

These programs provide a variety of services designed to prepare and upgrade skills of the state's current and future workforce and connect job seekers to jobs. Programs have been grouped into sections based on customer characteristics and needed services. The major clusters are

Workforce Preparation for In-School and Out-of-School Youth, Workforce Preparation and Employment Services for Adults, and Workforce Preparation and Employment Services for Adults with Barriers to Employment, e.g., individuals who are disabled, illiterate, or economically disadvantaged (See Chart 3).

The services and activities included in this Directory cover a broader set of programs than those defined by state statute and the executive order as the state workforce development system.

The workforce development system is defined as:

- Programs and courses of secondary vocational education.
- Technical and community college vocational programs and courses.
- Private career school and college programs and courses.
- Adult Basic Education programs and courses.
- Employer-sponsored training.
- Programs and courses funded by the federal vocational act.

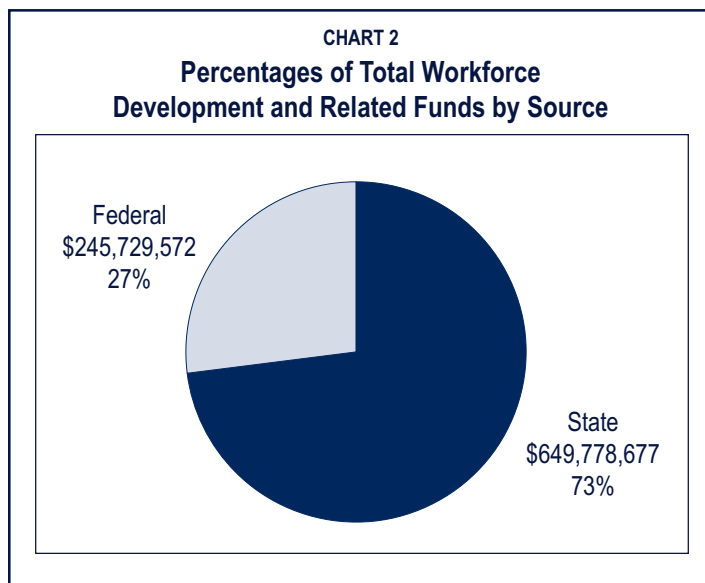


CHART 3
State and Federal Funding of Workforce Development and Related Programs Clustered by Population Cohorts Served

POPULATION COHORT	NUMBER OF PROGRAMS	STATE ANNUAL FUNDS	FEDERAL ANNUAL FUNDS	TOTAL ANNUAL FUNDS
Workforce Preparation for In-School Youth	5	\$219,651,495 86%	\$35,004,891 14%	\$254,656,386
Workforce Preparation for Out-of-School Youth	4	\$12,352,102 31%	\$27,885,000 69%	\$40,237,102
Workforce Preparation & Employment Services for Employed & Unemployed Adults	12	\$236,019,872 81%	\$56,619,430 19%	\$292,639,302
Workforce Preparation & Employment Services for Adults With Barriers	25	\$181,755,208 59%	\$126,220,251 41%	\$307,975,459
TOTAL	46	\$649,778,677	\$245,729,572	\$895,508,249

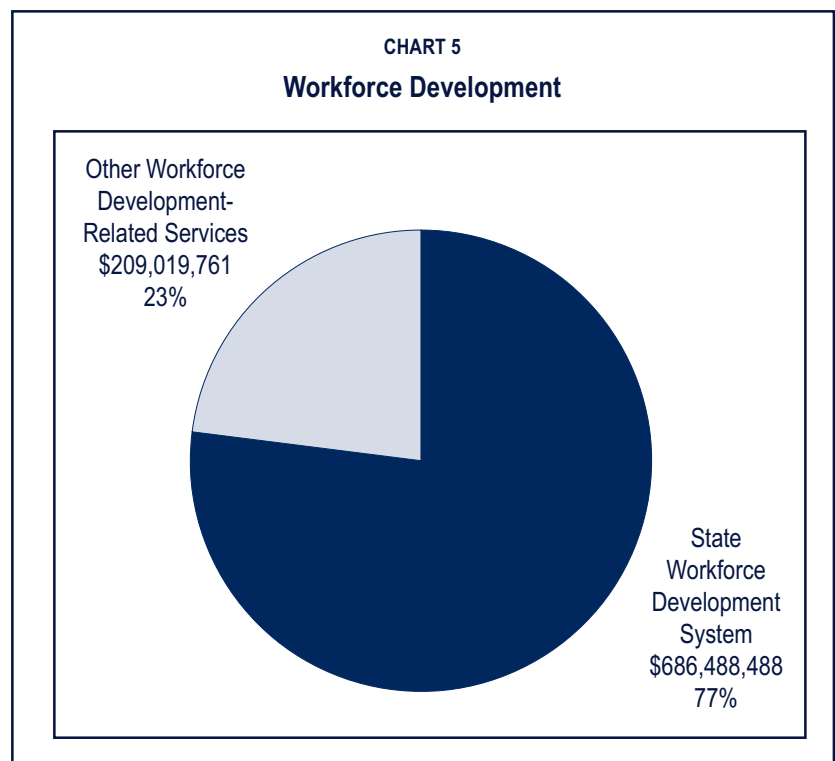
CHART 4 State Workforce Development System (RCW 28C.18 and E.O. 99-02)		
State Board for Community & Technical Colleges	Postsecondary Technical Education	\$198,695,193
	Adult Education and Basic Skills	\$97,971,141
	Carl D. Perkins Postsecondary Vocational-Technical Education	\$12,364,106
	Worker Retraining Program	\$28,835,000
	Volunteer Tutor Coordination Program	\$246,550
	Job Skills Program	\$567,000
Office of Superintendent of Public Instruction	Secondary Vocational-Technical Education	\$219,651,495
	Carl D. Perkins Secondary Vocational-Technical Education	\$9,652,601
	School-to-Work Transition	\$4,300,000
	Even Start Family Literacy Program	\$1,725,458
Employment Security Department	WIA, Title I-B Dislocated Workers Program	\$13,905,356
	WIA, Title I-B Adult Training Programs	\$18,909,263
	WIA, Title I-B Youth Activities Program	\$19,326,832
	Wagner-Peyser	\$15,341,326
Department of Social & Health Services	Division of Vocational Rehabilitation	\$35,144,633
Department of Services for the Blind	Vocational Rehabilitation for the Blind	\$7,010,229
Opportunities Industrialization Center	Employment and Training for Migrant Seasonal Farm Workers	\$1,805,106
Department of Labor & Industries	Apprenticeship	\$1,037,199
Private Career Schools	(no public funds)	
Total Public Funds		\$686,488,488

- Programs and courses funded under the federal adult education act.
- Publicly funded programs and courses for adult literacy education and apprenticeships.
- Programs and courses funded by the Job Training Partnership Act (repealed and replaced by the Workforce Investment Act, Title I-B).
- Activities funded under the Wagner-Peyser Act.
- The Job Skills Program.
- Timber retraining benefits or any successor program.
- Work-related components of the vocational rehabilitation program authorized under Title IV of P.L 105-220.
- Programs offered by private and public nonprofit training and education organizations, including those that serve persons with disabilities, are representative of communities or significant segments of communities, and provide job training or work-related adult literacy services.
- WorkSource, the state's one-stop system for employment-related services.

The 18 programs that meet the definition of the workforce development system account for 77 percent of public resources available for workforce development and related programs. (*See Chart 4*).

There are 28 other related programs that do not meet the statutory or executive order definitions of the workforce development system but that also prepare people for employment. These related programs account for 23 percent of the total funds for programs. (See Chart 5). The related programs are:

- Washington’s TANF Work Program (WorkFirst)
- Post Employment Labor Exchange Center
- Reemploy Washington Workers
- Community Jobs
- Preemployment Training Program
- Families That Work
- Workplace Basic Skills
- Work-Based Learning Tuition Assistance
- Welfare-to-Work (federal welfare reform program through the Department of Labor)
- Juvenile Corrections Education
- Refugee Assistance Program
- Food Stamp Employment and Training Program
- Workers’ Compensation Vocational Rehabilitation Benefits Program
- Trade Act—Trade Adjustment Assistance Program
- Washington Service Corps/ AmeriCorps
- Corrections Clearinghouse Program



- Job Corps
- Offender Education Program
- Washington State Business Enterprise for the Blind
- Washington Conservation Corps
- Displaced Homemaker Program
- Reemployment Support Centers
- Community Services Block Grant Program
- On-the-Job Program
- Claimant Placement
- Disabled Veterans' Outreach
- Local Veterans' Employment Representatives
- Special Employment Services for Offenders

Workforce Board staff compiled the Directory with the assistance and cooperation of the many individuals from state agencies and organizations whose programs are described in the document. Staff from the various agencies provided updated information on the various programs and services. Their work is greatly appreciated.

WORKFORCE PREPARATION FOR ALL YOUTH (in-school and out-of-school)							
Program		Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency
IN-SCHOOL	Secondary Vocational-Technical Education	All secondary students	\$219,651,495 FY 99			7/01 to 6/30	Office of Superintendent of Public Instruction
	Carl Perkins Secondary Vocational-Technical Education	Improvement of vocational education for all participants		\$9,652,601 FY 99	U.S. Dept. of Education	7/01 to 6/30	Workforce Training & Education Coordinating Board disburses funds to Office of Superintendent of Public Instruction
	School-to-Work Transition	All secondary students		\$4,300,000 FY 99	U.S. Depts. of Education & Labor	4/01 to 3/31	Office of Superintendent of Public Instruction
	Even Start (federal)	Low-income parents and their children		\$1,725,458 FY 99	U.S. Dept. of Education	9/01 to 8/31	Office of Superintendent of Public Instruction
	Workforce Investment Act (WIA), Title 1-B Youth Activities Program	Economically disadvantaged youth, 14-21		Summer Youth: \$16,734,109 Youth: \$2,592,723 FY 99	U.S. Dept. of Labor	7/01 to 6/30	Employment Security Dept.
OUT-OF-SCHOOL	Washington Service Corps/AmeriCorps	Unemployed, out-of-school youth, 18-25	\$902,000 FY 99	\$4,385,000 FY 99		9/01 to 8/31	Employment Security Dept.
	Washington Conservation Corps	Unemployed youth, 18-25, with emphasis on minority and disadvantaged youth	DOE \$445,000 DNR 600,000 DFW 449,450 DPR 800,000 TOTAL \$2,294,450 FY 99			7/01 to 6/30	Depts. of Ecology, Natural Resources, Fish & Wildlife, and Parks & Recreation
	Job Corps (WIA, Title I-6-C)	Low-income youth, 16-24		\$23,500,000 PY 99	U.S. Dept. of Labor	7/01 to 6/30	U.S. Dept. of Labor
	Juvenile Corrections Program	Residents at state juvenile corrections facilities	\$9,155,652 FY 99			9/01 to 8/31	Office of Superintendent of Public Instruction/Dept. of Social & Health Services
		TOTALS		\$232,003,597	\$62,889,891		

SECONDARY VOCATIONAL- TECHNICAL EDUCATION (State Funds)

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Statutory Authority	State Basic Education Authorization to Common Schools, RCW 28A, WAC 180, and WAC 392. Administered by the Office of Superintendent of Public Instruction (OSPI).
State Funding	FY 99 \$219,651,495 (7/1/98 to 6/30/99).
Program History	Prior to 1939, most financial support for vocational education in public schools was provided through federal legislation such as the Smith-Hughes Act of 1917 or state Public Works Administration funds. The funds established vocational training centers and schools in a handful of communities. State funding for vocational education began in 1939 after the passage of legislation that created a weighting factor for approved vocational classes in local school districts. Over the years, a significant number of changes were made to this vocational funding “formula.” At present, state funding for secondary vocational education uses an “enhancement” formula, whereby the local district’s basic education apportionment receives enhanced funding for those students who enroll in approved vocational education programs.
Planning Cycle	School year.
Purpose and Type of Services	Secondary vocational-technical education provides for the vocational interest of students and the need of industry for a skilled workforce. Its mission is to prepare all learners for successful roles in families, careers, and communities. Programs are designed to develop the skills, understanding, and attitudes needed by workers in their occupations. Instructional programs organized within career pathways include agriculture, family and consumer sciences, trade and industry, marketing education, business education, diversified occupations, community resource training, technology education, cosmetology, and health education. Personal and leadership development activities are an integral part of vocational-technical education programs.

SECONDARY VOCATIONAL- TECHNICAL EDUCATION

(State Funds)

(cont.)

Funding and Regional Division	Vocational education programs are offered in approximately 235 local school districts and 9 vocational skills centers across the state. Local districts receive an enhancement to the Basic Education apportionment based on the number of vocational full-time equivalents (FTEs) reported by the district. To claim the vocational FTE, a program and its instructor must be approved according to state regulations and/or OSPI policy.
Participant Eligibility	All secondary high school students in grades nine through twelve (including those enrolled in vocational skills centers) are eligible to participate in the vocational-technical education program's career development and guidance activities.
Outcome Measures	New program standards for vocational education are under development. These standards, based largely on the use of industry-defined skill standards, will include a variety of performance indicators and outcome measures. In addition, districts receiving federal vocational education funds must report local program performance in accordance with the performance indicators identified in the Carl D. Perkins Vocational and Technical Education Act.
Other Program Characteristics	OSPI is organizing all vocational programs within career pathways. New vocational program standards are under development and will be used to approve and evaluate all vocational programs. The new program standards are also intended to differentiate vocational programs as exploratory or preparatory, depending on the intended program outcomes.

CARL PERKINS SECONDARY VOCATIONAL-TECHNICAL EDUCATION (Federal Funds)

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Statutory Authority

Carl D. Perkins Vocational and Technical Education Act as amended in 1998, P.L. 105-332. Funds are allotted from the U.S. Department of Education (DOE) to each state's "eligible agency" for receipt and in-state disbursement. The Workforce Training and Education Coordinating Board serves as the "eligible agency" and disburses a portion of the funds to the Office of Superintendent of Public Instruction (OSPI).

Federal Funding

FY 99 \$9,652,601 (7/1/98 to 6/30/99) from DOE.

Program History

Federal vocational education legislation dates back to 1917. The Vocational Education Act of 1976 set aside funds to assist special populations, i.e., the handicapped, educationally disadvantaged, and single parents. The current law is the second reauthorization of the original Act passed in 1984. Known as Perkins III, it is more streamlined and provides greater flexibility for state and local recipients. The new Act emphasizes vocational education programs integrating academic and vocational education, technology use, teacher training, and distance learning. Desired outcomes are student achievement and preparation for further learning and careers that respond to economic and employment needs of business and industry for a technically skilled workforce.

Planning Cycle

Five-year federal plan and an annual funding plan.

Purpose and Type of Services

The purpose of Perkins III is to more fully develop the academic, vocational, and technical skills of secondary and postsecondary students who to enroll in vocational and technical programs by:

- Building on the efforts of states and localities to develop challenging academic standards.
- Promoting the development of services and activities integrating academic, vocational and technical instruction, and linking secondary and postsecondary education for participating vocational and technical education students.

CARL PERKINS SECONDARY VOCATIONAL-TECHNICAL EDUCATION (Federal Funds) (*cont.*)

Purpose and Type of Services (*cont.*)

- Increasing state and local flexibility in providing services and activities designed to develop, implement, and improve vocational and technical education, including tech-prep education.
- Disseminating national research and providing professional development and technical assistance to improve vocational and technical education programs, services, and activities.

Funding and Regional Division

Perkins funds are distributed by formula to approximately 235 local school districts and 9 vocational skills centers. All districts eligible to receive these funds must submit an application to OSPI.

Participant Eligibility

The program emphasizes the improvement of vocational education for all participants.

Outcome Measures

Increased accountability emphasized in the 1998 Act will require new data collection and reporting for the states. There are expected performance levels in four categories.

1. Attainment of vocational, technical, and academic skill proficiencies.
2. Acquisition of secondary or postsecondary degree or credentials.
3. Placement and retention in postsecondary education or employment.
4. Completion of vocational and technical programs leading to nontraditional training and employment.

SCHOOL-TO-WORK TRANSITION

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Statutory Authority

RCW 28A.630. The Governor's Task Force on School-to-Work Transition (STWT), established by Executive Order in 1995, directs the uses of federal STWT funds. The Office of Superintendent of Public Instruction (OSPI) administers grants to consortia of local school districts.

Federal Funding

FY 99 (4/1/99 to 3/31/00) \$4,300,000 (90 percent to local STWT consortia—\$3,870,000. Ten percent divided among four state partners: OSPI—\$80,000; State Board for Community and Technical Colleges (SBCTC)—\$68,400; Business/Labor Alliance—\$167,900; and the Workforce Training and Education Coordinating Board (WTECB) and the Governor's STWT Task Force—\$113,300).

Program History

Washington submitted an application for federal STWT funds in 1995. Initially, the program was funded for five years. It was recently awarded funding for an additional two years. Washington has used STWT funds to improve the academic content of vocational classes, increase the applicability of academic casework to real-life situations, increase community involvement, and increase the connection of students to the world of work.

Purpose and Type of Services

STWT is a system-building initiative that seeks to help all students see the relevance of what they learn in the classroom to future careers, the needs of employers, and the requirements for workforce training and postsecondary education. STWT building blocks include:

- ***School-Based Learning.*** Competency-based education stressing high academic standards with new ways of teaching and evaluating student performance, which includes an emphasis on career awareness through career pathways, developing employability skills, and integrating academic and vocational curricula for every student.

SCHOOL-TO-WORK TRANSITION (cont.)

Purpose and Type of Services (cont.)

- **Work-Based Learning.** Job shadowing, mentoring, internships, and structured work experiences provided by employers allowing students to apply their learning in the workplace and develop transferable workplace skills in a real-life environment.
- **Connecting Activities.** Activities and programs helping all students make the link between the classroom, workplace, and postsecondary education and training. Some examples include tech-prep, service learning, and apprenticeship programs.

Funding and Regional Division

A plan is required to access funding. STWT consortia submit a grant application and work plan in response to criteria set forth in a solicitation for proposals. State-level STWT partners and other content experts review the applications. Funding is awarded to consortia submitting plans clearly demonstrating comprehensive and sustainable STWT systems.

Participant Eligibility

Eligible STWT applicants include school districts in multidistrict consortia that have established partnerships with business, labor, community organizations, state agencies, colleges, and other qualified partners as required under the federal STWT Opportunities Act. All students are eligible to participate.

Other Characteristics

Leadership is provided by the Governor's STWT Task Force. State-level partners include:

- Office of Superintendent of Public Instruction.
- State Board for Community and Technical Colleges.
- Workforce Training and Education Coordinating Board.
- Office of Financial Management.
- Association of Washington Business.
- Washington State Labor Council, AFL-CIO.

EVEN START FAMILY LITERACY PROGRAM

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Statutory Authority	Federal—Part B of Chapter 1, Title I of the Elementary and Secondary Act of 1965 as amended by the Improving America’s Schools Act of 1994 and the Reading Excellence Act of 1998. Administered by the Office of Superintendent of Public Instruction.
Federal Funding	FY 99 \$1,725,458 (9/1/99 to 8/31/00) from the U.S. Department of Education.
Program History	Congress authorized the federal Even Start Family Literacy Program in 1989. Since then, the federal Even Start Family Literacy program in Washington has grown to 15 projects across the state. The minimum funding for projects is \$75,000.
Planning Cycle	Competitive grants are awarded for four-year periods (up to eight years) to partnerships between school districts and community-based organizations (including community colleges), serving families and adults.
Purpose and Type of Services	<p>The purpose of Even Start is to help break the cycle of poverty and illiteracy by improving the educational opportunities of the nation’s low-income families. Even Start integrates four core components.</p> <ol style="list-style-type: none">1. Interactive literacy activities between parents and children.2. Training for parents as the primary teachers of their children and full partners in the education of their children.3. Parent literacy training leading to economic self-sufficiency.4. Age-appropriate education preparing children for success in school and in life. <p>The program is implemented through cooperative projects. It builds on existing community resources to create a new range of services, promote achievement of National Education Goals, and assist children and adults to achieve.</p>

EVEN START FAMILY LITERACY PROGRAM

(cont.)

Funding and Regional Division	Statewide. Funding is allocated through a competitive grant process.
Participant Eligibility	To be eligible for Even Start, a family must have at least one eligible parent and one eligible child, birth through age seven, participating together. The parent must be eligible for participation in adult basic education programs under the Adult Education Act or be within the compulsory school attendance age range. Priority is given to families most in need of Even Start services as demonstrated by the area's level of poverty, illiteracy, unemployment, homelessness, limited-English proficiency, or other similar need-related factors.
Outcome Measures	Outcome measures for adult participants include improvement in reading, writing, English language acquisition, problem solving, and numeracy. Other measures for adults include attainment of a high school diploma or GED, enrollment in postsecondary education, entry in a job-training program, entry into employment, or career advancement. Outcome measures for children include improvement in reading ability, school attendance, grade retention or advancement, or improvement in achieving Essential Academic Learning Requirements. There are also outcome measures for program performance.
Other Program Characteristics	Although the primary purpose of this program is to improve educational outcomes for children, a secondary benefit is to increase self-sufficiency of the parent participants. The program builds on existing resources by requiring structured coordination across agency partners within the greater community.

WORKFORCE INVESTMENT ACT, TITLE I-B YOUTH ACTIVITIES PROGRAM

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Statutory Authority	Workforce Investment Act (WIA) of 1998, P.L. 105-220. Administered by the Employment Security Department (ESD).
Federal Funding	FY 99 (7/1/99 to 6/30/00). Job Training Partnership Act (JTPA) II-C \$2,592,723. 1998 JTPA Title II-B Summer Youth Program \$16,734,109 U.S. Department of Labor (DOL).
Program History	<p>On July 1, 2000, WIA replaces JTPA of 1982. For nearly 20 years, the federally funded JTPA program provided job training services for economically disadvantaged youth and adults and dislocated workers to obtain job skills and find employment.</p> <p>As a first step in implementing WIA in Washington State, Governor Locke issued Executive Order 99-02, calling on the Workforce Training and Education Coordinating Board (WTECB) to act as the “Workforce Investment Board” for WIA purposes. The order established 12 local workforce development councils, 1 for each of the state’s workforce investment areas. These areas follow the same county lines as the service delivery areas under JTPA. Each council, in consultation with chief local elected officials, will oversee WIA Title I-B activities in its local area. Local “youth councils” will assist the new councils with Title I-B youth programs.</p>
Planning Cycle	Five-year planning cycle.
Purpose and Type of Services	The program prepares low-income youth ages 14 to 21 for academic and employment success. Eligible youth are assessed to determine academic, skill level, and support service needs. Strategies are developed for each person based on the assessment results. They may receive counseling, tutoring, job training, mentoring, or work experience. Other strategies include summer employment, study skills training, or instruction in obtaining a GED or equivalent. Youth may access information services through WorkSource, the state’s One-Stop career center system (see Introduction). Youth ages 18 through 21 may be co-enrolled in WIA Title I-B adult programs. At least 30 percent of the funds must be used to provide activities for eligible out-of-school youth.

WORKFORCE INVESTMENT ACT, TITLE I-B YOUTH ACTIVITIES PROGRAM (*cont.*)

Funding and Regional Division	<p>At the state level, activities are described in a five-year operations plan developed by ESD and WTECB and approved by the Governor. To access funds, DOL must approve the plan. At the local level, activities are described in five-year operations plans developed by workforce development councils and chief local elected officials. Funds are allocated to the 12 local workforce investment areas using a federal and state allocation formula.</p>
Participant Eligibility	<p>Specific eligibility guidelines are described in the Act. Youth must be 14 through 21 years of age, low income, and meet other criteria such as needing additional assistance to complete an educational program or to secure and hold employment. To be low income, one must be a welfare or food stamp recipient, homeless, a foster child, or have a family income below 70 percent of the lower living standard income level.</p>
Outcome Measures	<p>Core performance indicators for youth 14 to 18 include:</p> <ul style="list-style-type: none">• Attainment of basic skills and, as appropriate, work readiness or occupational skills.• Attainment of a secondary school diploma or its equivalent.• Placement and retention in postsecondary education, advanced training, military service, employment, or qualified apprenticeships. <p>Performance indicators used for youth 19 to 21 include:</p> <ul style="list-style-type: none">• Entry into unsubsidized employment.• Retention in unsubsidized employment after six months.• Earnings received after six months.• Attainment of a recognized credential related to training.• Achievement of educational skills or occupational skills by participants who enter postsecondary education, advanced training, or unsubsidized employment.

WORKFORCE INVESTMENT ACT, TITLE I-B YOUTH ACTIVITIES PROGRAM

(cont.)

Outcome Measures

(cont.)

Employer and participant satisfaction levels are also measured.

Other Characteristics

Local priorities for WIA Title I-B Youth Activities grant must support the priorities described in each local workforce development council's unified plan and must also be consistent with the goals identified in the state's unified plan.

WASHINGTON SERVICECORPS/ AMERICORPS

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Statutory Authority

RCW 50.65. Administered by the Employment Security Department (ESD).

Federal Funding

FY 99 \$4,385,000 (9/1/99 to 8/31/00) from the Corporation for National Service through the Washington Commission for National and Community Service for AmeriCorps*USA programs (national competitive selection). \$3,100,000 from the Corporation for National Service through the Washington Commission for National and Community Service for AmeriCorps*USA AmericaReads programs (to support the Washington Reading Corps). \$1,800,000 from the Corporation for National Service for AmeriCorps*VISTA programs (to support the Washington Reading Corps).

State Funding

PY 99 \$902,000 (7/1/99 to 6/30/00) from the ESD Penalty and Interest Fund. Approximately \$750,000 from the Office of Superintendent of Public Instruction as local matching funds for the Washington Reading Corps.

Program History

The Washington Service Corps (WSC) was founded in 1983 to involve young adults in their communities. WSC placed 18- to 25-year-olds in 6-month projects and supported them with a minimal living allowance. In 1991, the term of service was extended to 11 months, and an educational award for service was established. In 1993, AmeriCorps was created by the federal government to give Americans an opportunity to serve their community and earn educational benefits. WSC has been a major provider of AmeriCorps services since the program was launched in 1994.

Planning Cycle

Biennial.

Purpose and Type of Services

WSC engages people across the state in full-time service projects benefiting their local communities. WSC was established in anticipation of a national program to establish a service delivery system and provide for state matching funds. With the advent of the federal AmeriCorps program, WSC developed a broad-based

WASHINGTON SERVICECORPS/ AMERICORPS (cont.)

Purpose and Type of Services (cont.)

program to involve service opportunities for Washington residents, both in teams and individuals. In partnership with local sponsors (e.g., community-based agencies, school districts, local governments, and chambers of commerce), WSC promotes the ethic of service and skills learned by “getting things done.”

AmeriCorps is a service program, not a workforce or training program. Although members receive some job and work maturity skills training, it is not the intent or the focus of the program.

Funding and Regional Division

AmeriCorps*USA competitive grants are awarded for a three-year cycle with an annual renewal process. Two grants supporting the Washington Reading Corps are sought annually. WSC is a statewide program, administered out of offices in Lacey, Washington.

Participant Eligibility

The individual placement program is for unemployed, out-of-school youth between the ages of 18 and 25. The team-based program serves any resident of the state 17 years old and older who is a citizen or a permanent resident alien.

Outcome Measures

Each AmeriCorps team establishes a minimum of nine objectives (three each in the categories of Getting Things Done, Community Strengthening, and Member Development). Each objective is clearly defined by establishing activities, results, measurements, standards, and beneficiaries.

Other Program Characteristics

Members successfully completing their term of service (normally 11 months) are eligible to receive a federally funded education award of \$4,725. The award is held in trust and paid to educational institutions or to sponsors of federally guaranteed student loans. In both the individual and team programs, members must have completed high school or received a GED before using their educational awards.

WASHINGTON CONSERVATION CORPS

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Statutory Authority

RCW 43.220. Administered jointly by four agencies.

State Funding

FY 99 \$2,294,000 (7/1/99 to 6/30/00).

Department of Ecology	\$445,000
Department of Natural Resources	\$600,000
Department of Fish and Wildlife	\$449,450
Department of Parks and Recreation	\$800,000

Program History

The Washington Conservation Corps (WCC) was established in 1983, to offer job opportunities for young adults ages 18 to 25 in Washington State who were hard-hit by unemployment. Although the economy has improved since 1983, this state-funded program still provides untrained workers for projects to help the state's natural resource agencies. All WCC agencies work cooperatively to provide corps members meaningful career training and on-the-job skill building.

Planning Cycle

Biennial.

Purpose and Type of Services

WCC has two purposes. It enhances Washington's environment and helps unemployed youth become more employable by giving them experience working outdoors. WCC has established numerous objectives, including the conservation, rehabilitation, and enhancement of the state's natural, historic, environmental, and recreational resources. Specific projects organized by participating state agencies include such tasks as stream rehabilitation, trail and campground maintenance, facility maintenance, wildlife control fencing, winter elk feeding, reforestation, and research assistance.

Funding and Regional Division

WCC is a statewide program.

Participant Eligibility

The program enrolls unemployed youth between 18 and 25 years of age. Special effort is made to recruit minorities and disadvantaged youth.

WASHINGTON CONSERVATION CORPS (cont.)

Outcome Measures

WCC measures its success by the impact of the services it provides and by the work it accomplishes.

Service Measurements

- 60 percent of corps members rate the program as “good” or “excellent.”
- 60 percent transition to education or employment.
- 60 percent receive work and life skills training.

Workload Accomplishment Measures

- Products or services provided.
- Linear feet of trail maintained.
- Number of campgrounds and trailheads maintained.

Other Program Characteristics

WCC develops work experience, group achievement, land stewardship, resource conservation, and environmental appreciation among Washington youth through a wide range of public works projects. The Department of Ecology’s WCC program offers college-level credits in ecology and scholarships of \$4,725 to corps members who serve one year. The Department of Ecology coordinates WCC projects with federal public works projects organized by the U.S. Forest Service and Federal Emergency Management Agency.

JOB CORPS

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Statutory Authority	Federal—Title I Chapter 6–C Workforce Investment Act of 1998. The program is administered through the Seattle Regional Office of the U.S. Department of Labor (DOL), and no funds are allocated to state government or passed through state government.
Federal Funding	PY 99 \$23,500,000 (7/1/98 to 6/30/99). DOL awards program funds directly to the four Job Corps Centers operating in the state.
Program History	Job Corps was originally established under the U.S. Office of Economic Opportunity in 1964, and it has operated in Washington State since 1965 with 4 campuses serving approximately 1,500 students per year. Now administered by DOL, the program provides academic, vocational, social, and employment skill training for young adults between the ages of 16 and 24.
Planning Cycle	Annual.
Purpose and Type of Services	The Job Corps is a comprehensive, work-readiness program designed to give low-income youth a chance at a fresh start and a promising future. Young adults receive the educational, vocational, and social skills training needed to compete in today's challenging job market. Students are also provided with room and board, medical care, recreational activities, leadership and volunteer opportunities, work experience, counseling, advanced training, and placement assistance. GED and English-as-a-Second Language classes are also available.
Funding and Regional Division	There are no substate divisions. The program is administered by the DOL Job Corps office in Seattle. Funding is allocated from DOL. For operation of the Cascades Job Corps Center (Sedro Woolley), the Regional Office in Seattle awards a competitive contract. DOL has an interagency agreement with the U.S. Forest Service for the operation of the Curlew Job Corps Center (Curlew) and the U.S. Bureau of Reclamation for the operation of the Fort Simcoe Job Corps Center (White Swan) and the Columbia Basin Job Corps Center (Moses Lake).

JOB CORPS

(cont.)

Participant Eligibility

To meet eligibility requirements, applicants must:

- Be at least 16 and not yet 25 years of age at the time of enrollment.
- Be a U.S. citizen, U.S. national, permanent resident alien, or other alien who is authorized to accept permanent employment in the United States.
- Be economically disadvantaged.
- Have signed consent from a parent or guardian if under 18 years of age.
- Not be on probation, parole, under a suspended sentence, or under the supervision of any court agency or institution.
- Live in an environment that is not conducive to getting an education or a job.
- Have a childcare plan if the applicant has a dependent child.
- Be capable of acquiring additional skills training to meet entrance requirements for the military or qualify for a job that requires education or vocational skill training.

Outcome Measures

Outcome measures include attainment of a GED, completion of a vocational program, acquisition of employability skills, and number and quality of job placements.

Other Program Characteristics

In most cases, applicants will attend one of the 12 campuses in the Northwest Region (Alaska, Washington, Idaho, and Oregon) pending training and campus availability.

JUVENILE CORRECTIONS EDUCATION

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Statutory Authority

State—RCW 28A.190.10-.60. Administered by the Office of Superintendent of Public Instruction in cooperation with the Department of Social and Health Services Juvenile Rehabilitation Administration (JRA).

State Funding

FY 99 \$9,155,652 (9/1/99 to 8/31/00) from the State General Fund allotted to local educational school districts, according to an enriched correctional education formula level. Allotments are based on an entitlement of actual full-time equivalents (FTEs) enrolled in the education programs.

Program History

The Corrections Clearinghouse (CCH) was founded in 1972 to provide offender employment services. CCH's goal and mission is to empower offenders to secure and maintain jobs. CCH accomplishes this by increasing the education and employability skill levels of offenders as an alternative to criminal behavior by allowing them to be better able to compete in the job market.

Planning Cycle

Annual—JRA notifies the appropriate local school districts by April 15 of anticipated FTE levels for the next fiscal year.

Purpose and Type of Services

According to public education regulations in Washington State, residents of the juvenile correctional system must be provided a comparable educational program by the school district where the facility is located. Washington has 7 maximum and medium security facilities housing approximately 992 youths aged 10 to 21. Seven state-operated group homes house an additional one-hundred ten residents in community settings. The education program offered to juveniles is consistent with the program offered by the local education agency—an academic program enriching and building basic skills and assisting residents to catch up on credits toward high school completion. Older youth significantly behind in graduation credits are offered GED preparation and work experience. Some educational programs incorporate school-to-work opportunities in conjunction with the facility work programs and in partnership with local businesses.

JUVENILE CORRECTIONS EDUCATION (*cont.*)

Funding and Regional Division	CCH programs are located throughout the state in adult and juvenile correctional facilities, local communities, and jails. CCH must submit a plan for juvenile and adult programs. Funding for both comes from state funds, which require the development, implementation, and reporting of planned outcome measures. CCH funds are not allocated by formula.
Participant Eligibility	Youth must be residents of one of the state juvenile institutions and be 16 to 20 years of age.
Outcome Measures	Performance is measured by enrollments, completions, job placements, job developments, and employment upgrades.
Other Program Characteristics	JRA and the local school districts work closely to define and deliver the educational program. JRA contracts with CCH, administered through the Employment Security Department, to provide employability and work maturity training and to develop a youth industries model for school-to-work experiences, both inside and outside of the institutions. Future plans include expanding CCH presence in local communities (WorkSource, Welfare-to-Work, Workforce Investment Act, etc.).

WORKFORCE PREPARATION AND EMPLOYMENT SERVICE FOR WORKERS							
Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency	
Postsecondary Technical Education	All high school graduates and/or those 18 and over	\$198,695,193 FY 99			7/01 to 6/30	State Board for Community & Technical Colleges	
Carl Perkins Postsecondary Vocational-Technical Education	Improvement of vocational education for all participants		\$12,364,106 FY 00	U.S. Dept. of Education	7/01 to 6/30	Workforce Training & Education Coordinating Board disburses funds to State Board for Community & Technical Colleges	
Wagner-Peyser Act	All legal workers and all employers seeking workers		\$15,341,326 PY 99	U.S. Dept. of Labor	7/01 to 6/30	Employment Security Dept.	
Job Skills Program	Prospective employees and individuals in the workforce	\$567,000 FY 00			7/01 to 6/30	State Board for Community & Technical Colleges	
Apprenticeship	Individuals 16 and over	\$1,037,199 FY 00			7/01 to 6/30	Dept. of Labor & Industries	
On-the-Job Program	Universal access; priority for women, minorities, and disadvantaged individuals		\$180,000 FY 99	Federal Highway Administration	7/01 to 6/30	Dept. of Transportation	
WIA, Title I-B, Dislocated Workers Program	Dislocated workers		\$13,905,356 FY 99	U.S. Dept. of Labor	7/01 to 6/30	Employment Security Dept.	
Trade Act—Trade Adjustment Assistance Program	Workers whose jobs are jeopardized by increased imports		TA: \$8,927,862 TAA: \$5,900,780 FY 99	U.S. Dept. of Labor	10/01 to 9/30	Employment Security Dept.	
Claimant Placement Program	Unemployment insurance claims	\$6,148,000 FY 99			7/01 to 7/31	Employment Security Dept.	
Worker Retraining	Unemployment insurance recipients/exhaustees; priority given to dislocated workers	\$28,835,000 FY 00			7/01 to 6/30	State Board for Community & Technical Colleges	
Reemployment Support Centers	Persons recently unemployed due to community economic distress or plant closures	\$208,500 FY 99			7/01 to 6/30	Dept. of Community, Trade & Economic Development	
Displaced Homemaker Program	Displaced homemakers	\$528,980 FY 99			7/01 to 6/30	Higher Education Coordinating Board	
	TOTALS	\$236,019,872	\$56,619,430				

POSTSECONDARY TECHNICAL EDUCATION

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Statutory Authority	Community and Technical College Act of 1991, RCW 28B.50. Administered by the State Board for Community and Technical Colleges (SBCTC).
State Funding	FY 99 \$198,695,193 (7/1/98 to 6/30/99). Tuition: FY 99 \$57,108,558 (7/1/98 to 6/30/99).
Program History	<p>The first community colleges were established in the 1920s, (Centralia–1925, Mount Vernon–1926, and Yakima–1928) and were academically oriented with limited vocational programs. They were locally funded and administered until the Legislature enacted the state’s first junior college law in 1941, and colleges received state aid for the first time. The law included a provision that specified vocational programs as part of the two-year college mission.</p> <p>The current system is framed in state law by the Community College Act of 1967 and the Community and Technical College Act of 1991, which changed the name of vocational-technical institutes to technical colleges and merged them with the community college system. The 1991 law also gave SBCTC responsibility for all adult basic education programs.</p>
Planning Cycle	Biennial.
Purpose and Type of Services	<p>A variety of workforce training opportunities are offered.</p> <ul style="list-style-type: none">• <i>Preparatory Vocational Education.</i> Skill training for entry- level employment in a variety of technical occupations.• <i>Upgrading/Retraining.</i> Training to improve or supplement workers’ skills in order to remain competitively employed or to advance their careers.• <i>Apprenticeship</i> (in the classroom). Supplemental training for indentured apprentices complementing their job experience.• <i>Developmental Education.</i> Classes to raise reading, writing, and math skills for entry or success in a vocational program.

POSTSECONDARY TECHNICAL EDUCATION (cont.)

Funding and Regional Division About 62 percent of the community and technical college system's operating funds is appropriated by the Legislature from state general funds and workforce training trust revenue. The balance consists of tuition (18 percent), grants and contracts (14 percent), and local funds (6 percent).

1999-2000 Community College Quarterly Tuition and Fees

Full-time resident	\$540.00
Full-time nonresident	\$2,090.00
Part-time resident (per credit)	\$54.00

Each of the five technical colleges sets fees on a program-by-program basis; no single fee structure exists. Full-time programs cost about \$1,458 for one year, depending upon tuition, fees, books, and supplies needed for individual programs.

Participant Eligibility Community and technical college programs are open to all high school graduates or persons 18 years old or older. Those under 18 who have not completed high school may be admitted with permission from their local school district such as the Running Start program. Nearly half of all state-supported students (46.6 percent) in 1998-99 were upgrading, retraining, or preparing for a new job.

Outcome Measures Postsecondary performance measures are based on the goals and priorities of community and technical college programs. Outcome measures include employment and earnings in the third quarter after leaving the program and employer and worker satisfaction.

Other Program Characteristics There are no eligibility requirements for postsecondary workforce training. Full-time students are assessed at admission and placed into appropriate courses. Some programs have prerequisites or selection criteria dictated by licensing or accreditation requirements. Training is offered at more than 600 sites operated by the 30 college districts, including 34 primary campuses and multiple extension sites, i.e., branch campuses, technology centers, business centers, and state prisons. Community and technical college services are available in every county across the state.

CARL PERKINS POSTSECONDARY VOCATIONAL-TECHNICAL EDUCATION (Federal Funds)

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Statutory Authority

Carl D. Perkins Vocational and Applied Technology Education Act as amended in 1998, P.L. 105-332. Funds are allotted from the U.S. Department of Education (DOE) to each state's "eligible agency" for receipt and in-state disbursement. The Workforce Training and Education Coordinating Board serves as the "eligible agency" and disburses a portion of the funds to the State Board for Community and Technical Colleges (SBCTC).

Federal Funding

FY 00 \$12,364,106 (7/1/99 to 6/30/00) from DOE.

Program History

Federal legislation for vocational education dates back to 1917. The Vocational Education Act of 1976 set aside funds to assist special populations, i.e., the handicapped, educationally disadvantaged, and single parents. The current law, known as Perkins III, is the second reauthorization of the original Act passed in 1984. It is more streamlined and provides more flexibility for state and local recipients. The new Act emphasizes vocational education programs, integrating academic and vocational education, technology use, teacher training, and distance learning. Desired outcomes are student achievement and preparation for further learning and careers that respond to economic and employment needs of business and industry for a technically skilled workforce.

Planning Cycle

Five-year federal plan and an annual funding plan.

Purpose and Type of Services

The purpose of the Act, as amended in 1998, is to develop academic, vocational, and technical skills of secondary and postsecondary students who enroll in vocational and technical programs by:

- Building on the efforts of states and localities to develop challenging academic standards.
- Promoting the development of services and activities integrating academic, vocational and technical instruction, and linking secondary and postsecondary education for participating vocational and technical education students.

CARL PERKINS POSTSECONDARY VOCATIONAL-TECHNICAL EDUCATION (Federal Funds) (*cont.*)

Purpose and Type of Services (*cont.*)

- Increasing state and local flexibility in providing services and activities designed to develop, implement, and improve vocational and technical education, including tech-prep education.
- Disseminating national research and providing professional development and technical assistance to improve vocational and technical education programs, services, and activities.

Funding and Regional Division

Funding is available statewide to the 30 community college districts. Funds originate from DOE and are allocated to each state's "sole source agency" for receipt and disbursement. SBCTC's disbursement is distributed to the local campuses by a formula, following annual local plan review and approval for each campus.

Participant Eligibility

The program emphasizes the improvement of vocational education for all participants.

Outcome Measures

Increased accountability, emphasized in the 1998 Act, will require new data collection and reporting for the states. There are expected performance levels in four categories.

1. Attainment of vocational, technical, and academic skill proficiencies.
2. Acquisition of secondary or postsecondary degree or credentials.
3. Placement and retention in postsecondary education or employment.
4. Completion of vocational and technical programs leading to nontraditional training and employment.

Other Program Characteristics

The program is an important planning and funding supplement to the state's budget for postsecondary workforce training. It seeks to assure access to vocational education for special populations.

The federal grant also provides programs for tech-prep education for youth and adults. Tech-prep programs provide a systematic link between secondary and postsecondary vocational training.

WAGNER–PEYSER ACT

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Statutory Authority	Wagner-Peyser Act of 1933 as amended by the Workforce Investment Act of 1998 (WIA). Administered by the Employment Security Department (ESD).
Federal Funding	PY 99 \$15,341,326 (7/1/99 to 6/30/00) from the U.S. Department of Labor (DOL).
Program History	During the “100 Days” special session in 1933, Congress passed sweeping “New Deal” legislation. Part of that legislation was the Wagner-Peyser Act, establishing the U.S. Employment Service. The Employment Service has been reorganized several times since then, the most recent being the amendments contained in JTPA of 1982 and WIA. JTPA shifted much of the responsibility and authority to the states and provided for greater local participation. WIA expanded what JTPA started by emphasizing improved coordination between the Workforce Investment and the Adult Education and Literacy and Vocational Rehabilitation systems, and by granting more authority to local elected officials and boards. It required Wagner-Peyser services to be provided through the WorkSource system of universal access, integration, accountability, and customer satisfaction.
Planning Cycle	PY 99, annual. PY 00, part of WIA five-year plan.
Purpose and Type of Services	The Wagner-Peyser Employment Service operates primarily as a labor exchange, matching qualified workers with employers through a network of WorkSource Centers, Affiliates, and Connections (self-service sites). Activities include providing job placement services for employers and job seekers, including Unemployment Insurance (UI) claimants, veterans, migrant and seasonal farm workers, and persons with disabilities. Services are provided in three tiers: self-service, facilitated self-service, and staff-assisted service. Many specialized statewide services such as Labor Market Information are managed from Olympia.

WAGNER–PEYSER ACT

(cont.)

Funding and Regional Division

Wagner-Peyser funds and services remain under the authority of the Governor through ESD. They are distributed to ESD’s Puget Sound, West, Southwest, and Cascade East Regions. Distribution to the local WorkSource service delivery sites is negotiated and determined within the regions.

A state plan is required to access Wagner-Peyser funding. In the past, there were annual state plans or semiannual plans with annual modifications. In PY 00, Wagner-Peyser will be a part of the five-year WIA State Unified Plan. Funds are allocated by DOL based on each state’s share of the number of individuals in the civilian labor force and the number of unemployed individuals. Over the years, there have been various substate allocation formulas. PY 96 and 97 funds were distributed based on each region’s share of the state’s employer units and placement transactions. PY 98 and 99 funds were distributed based on the same percentages as PY 97, creating a “hold harmless” situation for regions during WorkSource transition. This method will be revisited once WorkSource is fully functional.

Participant Eligibility

All applicants legally entitled to work in the United States and all employers are eligible for Wagner-Peyser services. A combination of federal and state law and regulations reinforced by ESD policy mandates the following order of service priority in recommending applicants for job openings.

1. Special disabled veterans.
2. Veterans of the Vietnam Era.
3. Disabled veterans other than special disabled veterans.
4. All other veterans and eligible persons.
5. Persons with disabilities.
6. Unemployment Insurance claimants.
7. All others.

WAGNER-PEYSER ACT

(cont.)

Outcome Measures

Several initiatives affect Wagner-Peyser's outcome measures: WIA, WorkSource, the Electronic Labor Exchange, and the emphasis on self-service. The agency is reexamining its labor exchange services to determine exactly what outcome measures will best reflect its new role and contribution to Washington's workforce development system.

Other Program Characteristics

In the WorkSource system, labor exchange services will be divided into two levels: core and intensive. Wagner-Peyser staff will deliver core labor exchange services such as initial assessment, job search and placement assistance, labor market information, etc. This will be accomplished primarily via self-service and facilitated self-service.

Programs targeted to particular populations such as UI claimants, Veterans, Migrant Seasonal Farm Workers, and persons with disabilities will provide some core services and the more intensive labor exchange services in partnership with other local service providers. This will be accomplished via self-service, facilitated self-service, group services, and one-on-one services.

JOB SKILLS PROGRAM

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Statutory Authority	State—RCW 28C.04.400. Administered by the State Board for Community and Technical Colleges.
State Funding	FY 99 \$567,000 (7/1/99 to 6/30/00).
Program History	The Washington State Legislature created the Job Skills Program (JSP) in 1983. JSP coordinates economic development with workforce training. It is used by the Department of Community, Trade, and Economic Development and local economic development agencies as a resource to recruit companies to locate in Washington State and to assist state-based companies to expand.
Planning Cycle	Biennial.
Purpose and Type of Services	<p>JSP brings together employers and educational institutions to provide customized employee training. State JSP funds, combined with employer match, support four types of training.</p> <ol style="list-style-type: none">1. <i>New employee training</i> for prospective employees before a new plant opens or when a company expands.2. <i>Current employee retraining</i> when retraining is required to prevent the dislocation of those employees.3. <i>Current employee upgrading</i> enhancing productivity for advancement opportunities with greater skills and responsibilities.4. <i>Industry initiatives</i> supporting development of customized training programs for several companies within an industry.
Funding and Regional Division	JSP is a statewide program. Eligible applicants include any public secondary or postsecondary institution, independent institution, private career school, or college in the state, including community and technical colleges, secondary vocational programs, public colleges or universities with degree granting authority, and apprenticeship trusts. Also eligible are

JOB SKILLS PROGRAM

(*cont.*)

Funding and Regional Division (*cont.*)

private, for-profit or nonprofit, nonsectarian educational, and institutions offering programs beyond the secondary level provided that such institutions are registered with the Workforce Training and Education Coordinating Board or the Higher Education Coordinating Board or meet legal requirements for exemption from this requirement.

Participant Eligibility

Prospective and existing employees of a business receiving a JSP grant are eligible for training. Eligible businesses and industries include private firms and institutions, groups, or associations concerned with commerce, trade, manufacturing, or providing services. Public or nonprofit hospitals are also eligible.

Outcome Measures

Applicants must:

- Identify the elements on which trainees will be evaluated to ensure satisfactory completion of the training objectives.
- Describe the expected results of the training project as they relate to need, when the results might be expected, and how they will be measured.

Other Program Characteristics

JSP concentrates its resources in areas with new and growing industries where there is a shortage of skilled labor to meet employers' needs, economically disadvantaged areas with high unemployment rates, and areas affected by economic dislocation.

APPRENTICESHIP

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Statutory Authority	Federal—29 CFR, Parts 29 and 30; Fitzgerald Act of 1937. State—RCW 49.04; WAC 296-04-001 through 480. Administered by the Department of Labor and Industries (L&I).
State Funding	FY 00 \$1,037,199 (7/1/99 to 6/30/00) from the State General Fund.
Program History	The federal Fitzgerald Act of 1937 established an apprenticeship program administered by the U.S. Department of Labor’s Bureau of Apprenticeship Training (BAT). BAT sets labor standards for apprentices, registers apprenticeship programs, and certifies states to register apprenticeship and training programs. Washington adopted an apprenticeship law in 1941. The Washington State Apprenticeship Council sets the program’s policy.
Planning Cycle	Biennial planning.
Purpose and Type of Services	L&I is the administrative arm of Washington’s Apprenticeship and Training Council. The Council’s primary goal is to promote development and implementation of structured on-the-job training programs supplemented with related theoretical instruction. These programs provide individuals with the ability to progress from entry-level to fully qualified journey-level workers. Apprenticeship agreement standards include a progressive increase in scale of wages. Completion standards include minimum total work hours (2,000 hours) and annual minimums for related and supplemental instruction (144 hours). L&I develops, approves, and monitors on-the-job training programs for occupations requiring less than 2,000 hours of work experience.
Funding and Regional Division	<p>Eight Washington State Apprenticeship Coordinators are responsible for the following areas:</p> <ul style="list-style-type: none">• Region 1—Snohomish, Skagit, Whatcom, Island, and San Juan Counties.• Region 2—King County.

APPRENTICESHIP

(*cont.*)

Funding and Regional Division

(*cont.*)

- Region 3—Pierce, Kitsap, Clallam, and Jefferson Counties.
- Region 4—Wahkiakum, Cowlitz, Clark, and Skamania Counties and the southern part of Pacific County.
- Region 5—Central Washington (Okanogan south to the Oregon border and all counties not listed elsewhere).
- Region 6—Ferry, Stevens, Pend Oreille, Lincoln, Spokane, Adams, and Whitman Counties.

In addition to these regions, the Tumwater office is responsible for Grays Harbor, Mason, Thurston, Lewis, and the northern part of Pacific County.

Participant Eligibility

Participants must be at least of 16 years old and meet other minimum qualifications established by industry standards that are included in the written apprenticeship agreement (standard).

Outcome Measures

Outcomes are measured by the successful completion of an apprenticeship trade by an apprentice.

Other Program Characteristics

Apprenticeship programs are developed by industry and labor and are constantly reviewed by these entities to ensure apprenticeship training standards respond to workforce needs. L&I systematically reviews approved apprenticeship programs (including adequate participation of females and minorities). Staff members assist in the development of more than 40 new apprenticeship programs each year.

ON-THE-JOB PROGRAM

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Statutory Authority	Federal Highway Administration, Nondiscrimination Section, Title 23 USC 140; 23 CFR 230, Subpart A, Appendix B. Administered by the Washington State Department of Transportation (DOT).
Federal Funding	FY 99 \$180,000 (7/1/99 to 6/30/00) from the Federal Highway Administration.
Program History	The On-the-Job Training Program trains and upgrades minorities and women into higher paying skilled trades and transportation-technology related careers to meet projected labor needs. This is a federally mandated program under CFR Title 23, Chapter 1, Subchapter C, Part 230.
Planning Cycle	Biennial.
Purpose and Type of Services	The goal of the program is to increase minority and female representation in the highway construction industry and create employment opportunities for disadvantaged people. Federal guidelines governing federally funded highway construction contracts allow DOT to implement this affirmative action program addressing underrepresentation of minorities and women in the highway construction industry. The program provides participants with training and support services while on the job.
Funding and Regional Division	This is a statewide program. DOT has six regions: Northwest, North Central, Olympic, Southwest, South Central, and Eastern.
Participant Eligibility	Minorities, females, and disadvantaged individuals are recruited for the program. The program is not discriminatory; nonprotected group members may apply.

ON-THE-JOB PROGRAM
(cont.)

Outcome Measures	Outcome measures are determined on a yearly basis and reported to the Federal Highway Administration in a Federal-Aid Construction Cumulative Training Report. The report includes the number starting, receiving, and completing training. The report also includes trainees completing 1,000 hours+ and apprentices reaching journey level.
Other Program Characteristics	Wage-earning opportunities are created for disadvantaged people in the highway construction industry. Contract training requirements enable minority and women participants to pursue a career in the skilled construction trades.

WORKFORCE INVESTMENT ACT, TITLE I-B DISLOCATED WORKER PROGRAM

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Statutory Authority

Workforce Investment Act (WIA) of 1998, P.L. 105-220.
Administered by the Employment Security Department (ESD).

Federal Funding

FY 99 (7/1/99 to 6/30/00) Job Training Partnership Act (JTPA) Title III
\$13,905,356. U.S. Department of Labor (DOL).

Program History

On July 1, 2000, WIA of 1998 replaces the JTPA of 1982. For nearly 20 years, federally funded JTPA provided job training and other services to help economically disadvantaged youth, adults, and dislocated workers obtain job skills and find employment.

As a first step in implementing WIA, Governor Locke issued Executive Order 99-02, calling on the Workforce Training and Education Coordinating Board (Workforce Board) to act as the “Workforce Investment Board” for purposes of WIA. The order establishes 12 local Workforce Development Councils; 1 for each of the state’s workforce investment areas. These 12 local areas follow the same county lines as the 12 service delivery areas under JTPA. Each new council, in consultation with chief local elected officials, will oversee WIA Title I-B services in its local area. One of these services is employment and training for dislocated workers.

Planning Cycle

Five-year planning cycle.

Purpose and Type of Services

The program tailors employment and training services to meet dislocated workers’ needs; establishes early intervention for workers and firms facing substantial layoffs; and fosters labor, management, and community partnerships with government to address worker dislocation.

Dislocated workers are eligible for “core services” available through WorkSource, the state’s One-Stop career center system. Core services include skill assessment, labor market information, training program consumer reports, and job search and placement assistance. Second and third tier services are available for eligible dislocated workers unable to get jobs through core services. This

WORKFORCE INVESTMENT ACT, TITLE I-B DISLOCATED WORKER PROGRAM (*cont.*)

Purpose and Type of Services (*cont.*)

sequence of services is individualized and may include more intensive assessments, counseling, and prevocational and vocational training.

Funding and Regional Division

At the state level, services are described in a five-year operations plan developed by ESD and the Workforce Board and approved by the Governor. To access funds, DOL must approve the plan. At the local level, services are described in five-year operations plans developed by Workforce Development Councils and chief local elected officials. Funds are allocated to the local Workforce Investment Areas using a federal and state allocation formulas.

Participant Eligibility

Specific eligibility guidelines are described in the Act. In general, dislocated workers are people who lost jobs due to plant closures, company downsizing, or some other significant change in market conditions. In most cases, it must be unlikely that they will return to their occupation, and they must be eligible for (or have exhausted) unemployment compensation. Other conditions can lead to eligibility for services such as being self-employed (but not working as a result of general economic conditions) or being a displaced homemaker.

Outcome Measures

Measures used to determine the program's success include:

- The number of dislocated workers finding unsubsidized employment after receiving services.
- The number retaining employment after six months on the job.
- The earning levels after six months on the job, as well as employer and participant satisfaction levels.

Other Characteristics

Local priorities for the WIA Title I-B Dislocated Worker grant must support the priorities described in each local Workforce Development Council's unified plan and must also be consistent with the goals identified in the state's unified plan for the workforce development system.

TRADE ACT— TRADE ADJUSTMENT ASSISTANCE PROGRAM

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Statutory Authority	Federal—Trade Reform Act of 1974 as amended, P.L. 93–618 and RCW 50.20 for Benefit Payments. The Employment Security Department serves as an agent to the U.S. Department of Labor (DOL) in administering the program in Washington State.
Federal Funding	FY 99 \$8,927,862 (10/01/98 to 9/30/99) from DOL and an additional \$5,900,780 for Trade Readjustment Allowances in federal funding for workers who exhausted their unemployment insurance benefits. Also included are funds received for North American Free Trade Agreement (NAFTA) eligible workers.
Program History	The Trade Act of 1974 established the Trade Adjustment Assistance Program, which was modified significantly in 1994 by NAFTA. In 1994, Congress enacted NAFTA legislation, resulting in the Trade Act of 1974 being expanded to include the NAFTA Transitional Adjustment Assistance program for workers certified as adversely affected by trade with Canada or Mexico.
Planning Cycle	Annual.
Purpose and Type of Services	The program helps workers whose employment is adversely affected by increased imports prepare for and obtain employment. They may receive training, job search and relocation allowances, and other reemployment services. Weekly Trade Readjustment Allowances may be payable to eligible workers when their unemployment benefits are exhausted.
Funding and Regional Division	This is a statewide program. Individual employees from certified employers apply for services (see participant eligibility).
Participant Eligibility	To qualify, an individual's employer must be certified by DOL. Certification establishes that a firm experienced a loss of production or sales, there were layoffs due to lack of work, and import competition contributed to these losses. Once the firm is certified, workers apply for assistance. To be eligible, the worker must be laid off due to lack of work and have worked at least 26 weeks in the year prior to layoff in trade-affected employment.

TRADE ACT— TRADE ADJUSTMENT ASSISTANCE PROGRAM (*cont.*)

Outcome Measures	The program is measured by the number of individuals who are trained and return to work.
Other Program Characteristics	This program allows groups of workers to apply for a variety of benefits and reemployment services if they have lost their jobs or had their wages cut due to increased import activity. After receiving a request, a fact-finding investigation is conducted. If increased import contributed importantly to job reduction in a company, DOL certifies the affected group of workers as eligible for assistance.

CLAIMANT PLACEMENT PROGRAM

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Statutory Authority	State—RCW 50.62 and 50.24.014. Administered by the Employment Security Department (ESD).
State Funding	FY 99 \$6,148,000 (7/1/98 to 6/30/99) from the Washington State Unemployment Insurance (UI) offset surtax paid by employers.
Program History	The Claimant Placement Program (CPP) was authorized by the Washington State Legislature in 1985 as a pilot project. It provided early intervention reemployment services for UI claimants, giving priority to older workers and individuals with potential to become “long-term unemployed.” In 1987, the project became permanent. In 1993, it was merged with a federal requirement that states establish a system to profile workers most likely to exhaust their UI benefits before returning to work.
Planning Cycle	Biennial.
Purpose and Type of Services	CPP provides early intervention reemployment services for the state’s UI claimants and identifies claimants most likely to exhaust their UI benefits by using a profiling system. CPP provides a variety of job search and placement services, including employability and job search planning, resumé development, labor market information, job counseling, self-assessment, and job interview techniques. Additionally, program staff have made referral arrangements with other employment and training service providers to ensure availability of more intensive employment services and retraining opportunities. Legislation also authorizes special assistance for agricultural employers to fill jobs and maintain a longitudinal claimant database for legislative decision making on major issues related to unemployment insurance.
Funding and Regional Division	This is a statewide program.
Participant Eligibility	All profiled workers are eligible to participate in CPP activities. Priority service is offered to those most likely to exhaust benefits before returning to work and to older workers and the potentially long-term unemployed.

CLAIMANT PLACEMENT PROGRAM

(cont.)

Outcome Measures

Measures include the number of claimants receiving service and obtaining employment and the percent of claimants not attached to an employer receiving a job match registration within 24 hours of filing their Initial Claim for benefits.

Other Program Characteristics

CPP helps protect the solvency of the Washington State Unemployment Trust Fund by reducing the average length of a claimant's period of unemployment. This reduces the state's liability for payment of unemployment insurance benefits.

A task force of business and labor leaders in Washington State worked with ESD to recommend service delivery strategies for employment and training activities. The Joint Labor/Management Task Force (JLMTF) recommendations encourage universal access, customer focus, and service integration.

Based on JLMTF recommendations, as well as the direction provided through the Workforce Investment Act, CPP is piloting a program redesign. The pilot program consists of an orientation introducing customers to reemployment services available within local communities, providing goal-setting activities, and assisting customers to identify their level of job search readiness. In addition to the orientation, there are several interactive workshop modules designed to successfully prepare customers for work search and provide hands-on instruction on how to use self-service information and technology found in local office resource rooms and on the Internet.

WORKER RETRAINING PROGRAM

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Statutory Authority	State—RCW 28C.04.410 and .420. Administered by the State Board for Community and Technical Colleges (SBCTC).
State Funding	FY 00 \$28,835,000 (7/1/99 to 6/30/00).
Program History	The Employment and Training Trust Fund was established in 1993 to fund training and related support services for the unemployed and to fund improvements in the state's employment security system. After sunseting in 1997, the fund was reauthorized as the Worker Retraining Program with the passage of SB5909 in 1999. A total of \$57.5 million, primarily from state general funds, but also from remaining employment and training trust funds, provides the revenue for the current Worker Retraining Program.
Planning Cycle	Biennial.
Purpose and Type of Services	The program serves the unemployed or those facing imminent lay-offs. Community and technical colleges provide training in basic skills and literacy, occupational skills, vocational education, and related or supplemental instruction for apprentices. Students qualifying may receive financial assistance to help with their tuition, as well as offset the costs of child care and transportation. The program is administered by SBCTC with advice and counsel from the Worker Retraining Customer Advisory Committee.
Funding and Regional Division	<p>1999-00 funds are allocated as follows:</p> <ul style="list-style-type: none">• Enrollment: 6,200 FTEs.• Financial Aid: \$650 per FTE for support services.• Emergency Fund: enables colleges to respond to major lay-off and/or economic emergencies.• Colocation: Locates on-campus job service centers at community and technical colleges.• Private Vocational School Funding: \$3,725 per FTE.

WORKER RETRAINING PROGRAM

(cont.)

Funding and Regional Division (cont.)

Colleges are required to submit a one-year plan for their allocation. The plan must be developed in cooperation with and endorsed by the college's general worker retraining advisory committee. The plan will then be reviewed by the Workforce Training Customer Advisory Committee for funding recommendations.

Participant Eligibility

Program services are exclusively for the unemployed and those who have been notified they are about to be laid off. To qualify, a person must be eligible for or have exhausted their unemployment compensation benefits within the last 24 months. Dislocated workers and the long-term unemployed have priority access to the program's training and supportive services.

Outcome Measures

Outcomes are measured by placement in high wage, high demand jobs, closely approximating pre-layoff conditions.

Other Program Characteristics

Training projects must prepare students for occupations that have demonstrated employment demand for qualified workers and lead to jobs providing a living wage appropriate to the local labor market. Project designers must actively involve business, government, and labor as they determine the employment demand and content of the training program. There is flexibility as to the length of participant training.

REEMPLOYMENT SUPPORT CENTERS

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Statutory Authority	State—WAC 43-330-130. Administered by the Department of Community, Trade and Economic Development (CTED).
State Funding	FY 99 \$208,500 (7/1/98 to 6/30/99) from the State General Fund and the Employment Security Department (ESD) Penalty and Interest Fund.
Program History	Created by the Legislature in 1987, the Reemployment Support Center Program provides direct and referral services to the jobless. The 2000-01 budget continues the practice of combining state general funds and the ESD administrative contingency fund to keep three reemployment centers open. It was originally a response to the timber and salmon crisis in rural counties and to large-scale layoffs in urban areas.
Planning Cycle	Biennial.
Purpose and Type of Services	The program provides coordinated services to eliminate the emotional, physical, medical, and financial barriers keeping clients from conducting an effective job search. A second purpose is to increase the local community's capability to help their unemployed by building the capacity of the existing service delivery network. Types of services include job search assistance and job referral, training referral, financial counseling, utility assistance, and other support services.
Funding and Regional Division	The program has no substate or regional districts. Three reemployment centers must submit a spending plan and a plan for units of service delivered. Each center receives equal funding. Currently Clallam, Jefferson, Grays Harbor, Pacific, and King counties are served by reemployment centers in Port Townsend, Aberdeen, and Seattle. Originally a program of ESD, the Legislature transferred the program several years ago to CTED.
Participant Eligibility	Persons recently unemployed due to community economic distress or plant closures are eligible. The program is not designed for chronically unemployed persons or as a youth training program.

REEMPLOYMENT SUPPORT CENTERS (*cont.*)

Outcome Measures

Outcome measures include units of service and client characteristics.

Other Program Characteristics

Three locally based contractors provide services.

1. Worker Center—Seattle.
2. Twin Harbor Community Coalition—Aberdeen.
3. Clallam-Jefferson Community Action Council.

DISPLACED HOMEMAKER PROGRAM

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Statutory Authority	State—RCW 28B.04 and WAC 250-44. Administered by the Higher Education Coordinating Board.
State Funding	FY 99 \$528,980 (7/1/98 to 6/30/99) from State General Funds.
Program History	The Washington State Legislature established a pilot project to serve displaced homemakers in 1979 and made it a permanent program in 1982. The statewide program is charged with establishing multipurpose service centers and programs to provide training opportunities, counseling, and other services.
Planning Cycle	Biennial.
Purpose and Type of Services	<p>Homemakers who become displaced due to divorce, disability, or the death of their spouse often encounter severe economic hardship. Displaced homemakers are:</p> <ul style="list-style-type: none">• Often left with little or no income.• Ineligible for categorical welfare assistance.• Subject to the highest rate of unemployment.• Faced with continuing employment discrimination.• Ineligible for unemployment insurance or social security benefits.• Often not eligible for affordable, private health insurance. <p>Without timely and appropriate intervention, the loss can lead to a life of poverty or underemployment. Programs offer free classes preparing displaced homemakers to find employment. In addition to support services and information and referral, statewide outreach educates residents about programs in their community.</p>

DISPLACED HOMEMAKER PROGRAM

(cont.)

Funding and Regional Division	The Displaced Homemaker Program is a statewide program operating under a Request for Proposal process. Grants are awarded on a biennial basis. Private and nonprofit organizations are eligible to apply, and those interested are encouraged to apply.
Participant Eligibility	<p>The program is targeted to individuals who have worked in the home for ten or more years providing unsalaried household services for family members on a full-time basis, are not gainfully employed, need assistance in securing employment, and meet at least one of the following requirements.</p> <ul style="list-style-type: none">• Dependent on the income of another family member but will no longer be supported by that income.• Dependent on federal assistance but will no longer be eligible for that assistance.• Supported as the parent of minor children by public assistance or spousal support, but the youngest children are within two years of reaching the age of twenty-one.
Outcome Measures	Completion of Intensive Instructional Services component of the program followed by training and/or job placement within 60 days of program completion.
Other Program Characteristics	<p>Through Intensive Instructional Services, displaced homemakers increase their awareness of employment and training opportunities. They also increase their awareness of transferable skills and abilities, increase self-confidence, and learn new job skills.</p> <p>A key factor in the program is the collaboration among diverse agencies and organizations and its comprehensive statewide coverage. Several urban multipurpose service centers are maintained with additional services offered on a smaller scale in rural locations.</p>

ADULTS WITH BARRIERS						
Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency
Workers Compensation Vocational Rehabilitation Benefits Program	Injured workers	\$43,413,334 FY 99			7/01 to 6/30	Dept. of Labor & Industries
Division of Vocational Rehabilitation	Disabled individuals	\$7,485,807 FY 99	\$27,658,826 FY 99	U.S. Dept. of Education	10/01 to 9/30	Dept. of Social & Health Services
Vocational Rehabilitation Program for the Blind	Blind or visually impaired individuals	\$1,407,499 FY 99	\$5,602,730 FY 99	U.S. Dept. of Education	7/01 to 6/30	Dept. of Services for the Blind
Washington State Business Enterprise for the Blind	Blind or visually impaired individuals	\$615,465 FY 99	\$140,570 FY 99	Federal Vending Machine Revenue	10/01 to 9/30	Dept. of Services for the Blind
Washington's TANF Work Program	Applicants and recipients of welfare AFDC		\$30,652,980 FY 99	U.S. Dept. of Health & Human Services	7/01 to 6/30	Dept. of Social & Health Services with contracts to other state & local agencies
Post Employment Labor Exchange (WPLEX) Call Center	Welfare recipients		\$6,500,000 FY 99	U.S. Dept. of Health & Human Services	7/01 to 6/30	Employment Security Dept.
Reemploy Washington's Workers	Low-wage Unemployment Insurance claimants with at least one dependent child	\$3,750,000 FY 99	\$1,250,000 FY 99	U.S. Dept. of Health & Human Services	7/01 to 9/30	Employment Security Dept.
Community Jobs	Welfare recipients		\$2,887,000 FY 99	U.S. Dept. of Health & Human Services	7/01 to 6/30	Dept. of Community, Trade & Economic Development
Preemployment Training Program	Welfare recipients	\$2,600,000 FY 99	\$4,400,000 FY 99	U.S. Dept. of Health & Human Services	7/01 to 6/30	State Board for Community & Technical Colleges
Work-Based Learning Tuition Assistance	Low-income working parents with at least one dependent child	\$1,475,000 FY 99	\$2,525,000 FY 99	U.S. Dept. of Health & Human Services	7/01 to 6/30	State Board for Community & Technical Colleges
Welfare-to-Work Program	Welfare recipients	\$5,700,000 FY 99	\$7,558,175 FY 99	U.S. Dept. of Health & Human Services	7/01 to 6/31	Employment Security Dept.
Food Stamp Employment and Training Program	Able-bodied food stamp recipients, 18-50, with no dependents under 17 and recipients 16-60, with no dependents under 6		\$1,081,351 FY 99	U.S. Dept. of Agriculture	10/01 to 9/30	Dept. of Social & Health Services with contract to Employment Security Dept.

ADULTS WITH BARRIERS (cont.)							
Program	Targeted Population	State Funds	Federal Funds	Federal Grantor	Operating Cycle	State Admin. Agency	
WIA, Title I-B, Adult	Economically disadvantaged individuals		\$18,909,263 FY 99	U.S. Dept. of Labor	7/01 to 6/30	Employment Security Dept.	
Refugee Assistance Program	Low-income, legal refugees	\$375,000 FY 99	\$4,500,000 FY 99	U.S. Dept. of Health & Human Services	7/01 to 6/30	Dept. of Social & Health Services	
Employment and Training for Migrant Seasonal Farm Workers	Low-income, seasonal or migrant farm workers and dependents		\$1,805,106 FY 99	U.S. Dept. of Labor	7/01 to 6/30	Wash. St. Farm Worker Investment Prog. Opportunities Industrialization Center	
Community Services Block Program	Low-income individuals		\$443,000 PY 99	U.S. Dept. of Health & Human Services	1/01 to 12/31	Dept. of Community, Trade & Economic Development	
Adult Education and Basic Skills	Persons with low basic skills, 16 and older	\$93,206,626 FY 99	\$4,764,515 FY 99	U.S. Dept. of Education	7/01 to 6/30	State Board for Community & Technical Colleges	
Volunteer Tutor Coordination Program	Trainers for adults who wish to learn to read and speak English	\$246,550 FY 99			7/01 to 6/30	State Board for Community & Technical Colleges	
Families That Work	Low basic-skilled parents with a child enrolled in a children-at-risk education program	\$2,240,850 PY 99			7/01 to 6/30	State Board for Community & Technical Colleges	
Workplace Basic Skills	Welfare recipients	\$375,000 FY 99	\$625,000 FY 99	U.S. Dept. of Education	7/01 to 6/30	State Board for Community & Technical Colleges	
Offender Education Program	Adult offenders	\$13,507,327 FY 99	\$85,735 FY 99	U.S. Dept. of Education	7/01 to 6/30	Dept. of Corrections	
Corrections Clearinghouse Programs (several)	Juvenile and adult offenders	\$898,750 FY 99	\$185,000 FY 99	U.S. Dept. of Education	7/01 to 6/30	Employment Security Dept.	
Special Employment Services for Offenders (Corrections Camps)	Incarcerated youth and adults	\$4,458,000 FY 99	\$80,000 FY 99	U.S. Dept. of Agriculture	7/01 to 6/30	Dept. of Natural Resources	
Disabled Veterans Outreach Program	Disabled veterans		\$2,591,000 FY 99	U.S. Dept. of Labor	7/01 to 6/30	Employment Security Dept.	
Local Veterans Employment Representative Program	Veterans		\$1,975,000 FY 99	U.S. Dept. of Labor	7/01 to 6/30	Employment Security Dept.	
	TOTALS	\$181,755,208	\$126,220,251				

WORKERS' COMPENSATION VOCATIONAL REHABILITATION BENEFITS PROGRAM

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Statutory Authority

State—RCW 51.32.095, 090, and 250. WAC 296-18A-420 through 520. Administered by the Department of Labor and Industries (L&I).

State Funding

FY 99 \$43,413,334 (7/1/98 to 6/30/99). Funds are provided through workers' compensation premiums collected from employers and employees insured by the Washington State Fund. Payments are made for vocational assessment or retraining through three funding divisions: Medical Aid Fund (for vocational rehabilitation counselors); Accident Fund (for retraining tuition and fees, as well as temporary total disability payments paid to workers participating in assessment or rehabilitation); and Second Injury Fund (for job modification costs). A sum of \$4,383,336 is appropriated from medical and accident funds for department staff. The balance is spent on private vocational counselors—\$39,660,966; tuition and training fees—\$2,875,389; and job modifications—\$877,578.

Program History

Vocational rehabilitation began officially for worker's compensation in the late 1970s and early 1980s. The program helps individuals to become employable or to return workers to work.

Planning Cycle

Annual.

Purpose and Type of Services

This program provides injured workers with jobs counseling and skills training needed to return to their job on a reasonably continuous basis through on-the-job or academic training. Consideration is given to age, education, job experience, and physical or mental impairment. Gainful employment is defined by WAC 296-18A-420(2) as a legal occupation paying at least the minimum wage while taking into consideration the statutory requirement for liberal construction, which reduces suffering and economic loss arising from these injuries and illnesses. L&I contracts with individuals and organizations, public and private, to assess the participant's ability to work, and, where necessary, to develop a rehabilitation plan. The program's first priority is for the claimant to return to their previous job. The last priority is short-term retraining and job placement [see RCW 51.32.095(2)].

WORKERS' COMPENSATION VOCATIONAL REHABILITATION BENEFITS PROGRAM

(cont.)

Purpose and Type of Services *(cont.)*

L&I may pay (or order a self-insured employer to pay) up to \$4,000 in any 52-week period for short-term training costs, which may be provided through community or technical colleges or by on-the-job training. The supervisor of Industrial Insurance has discretionary authority to extend training an additional 52 weeks with an additional \$4,000 available for costs. These costs may include books, tuition, equipment, and child care. Transportation during vocational rehabilitation services is paid separately. WAC 296-160-010 allows L&I to provide an incentive for employers to hire workers whose injury prevents them from returning to work with their former employer and impairs their reemployment. State Fund employers who agree to hire these workers are excused from paying the usual premium for a period not to exceed 36 months with financial protection against any subsequent injury. Job modification provides up to \$5,000 for job modification or pre-job accommodation while in a training plan.

Funding and Regional Division

There are no substate or regional districts. Plan development is required before implementation expenditures are allowed.

Outcome Measures

Outcomes measured include the percentage of injured workers who return to work, the number who are able to work, and other outcomes. L&I continues to work with business and labor representatives to set better outcome standards while operating the program more cost effectively.

Other Program Characteristics

Injured workers receive temporary total disability payments during vocational rehabilitation with amounts based on pre-injury wages. The average monthly payment is approximately \$1,470. Approximately \$21 million is spent per year to pay for total disability costs associated with retraining injured workers. The 52-week limit for retraining (and discretionary 52-week extension) directly impacts training options and the type of educational certificates that participants can complete.

DIVISION OF VOCATIONAL REHABILITATION

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Statutory Authority	Federal—Rehabilitation Act of 1973 amended in 1992, P.L. 102–569. State—WAC 388-890-005 through 1310 and RCW 74.29.005–.080. Administered by the Department of Social and Health Services.
Federal Funding	FY 99 \$27,658,826 (10/1/98 to 9/30/99) from the U.S. Department of Education (DOE). Of this, \$2.6 million was spent on academic and on-the-job training and \$7.8 million on rehabilitation facilities. The remainder provided guidance and counseling and habilitation such as medical services, equipment and prosthetics, and independent living services.
State Funding	FY 99 \$7,485,807 (10/1/98 to 9/30/99) from the State General Fund. Of this, \$.7 million was spent on academic and on-the-job training and \$2.1 million on rehabilitation facilities. The remainder provided guidance and counseling, habilitation, and independent living services.
Program History	The Division of Vocational Rehabilitation (DVR) operates under the Vocational Rehabilitation Act of 1973, amended in 1992 and reenacted by Congress in 1998. DVR has a long history of helping people with disabilities go to work. In 1933, it began as a division of the Vocational Education Department and operated with three staff persons. Currently, the Division has approximately 340 staff and serves more than 24,000 participants.
Planning Cycle	Biennial.
Purpose and Type of Services	DVR offers habilitation, rehabilitation, and training services to help those significantly disabled become employed. The primary objective is full-time, integrated employment. Depending on the individuals and their functional limitations, however, other outcomes are sometimes more appropriate such as part-time employment, self-employment, homemaking, sheltered employment, or supported employment. To meet these objectives, a series of customized services are offered, i.e.,

DIVISION OF VOCATIONAL REHABILITATION

(cont.)

Purpose and Type of Services (cont.)

assessment, counseling, vocational and other training services, physical and mental restoration services (including corrective surgery), deaf interpreter services, and job search and placement assistance.

Funding and Regional Division

DVR is comprised of the headquarters' office in Lacey, 6 regional offices (Spokane, Yakima, Everett, Seattle, Tacoma, and Lacey), and 31 satellite offices throughout the state. DVR must submit a state plan to receive funding from DOE under the basic support grant. This is a formula grant distributed to each state based on a calculation of its share of the previous allotment and its population. The state provides matching funds to receive the full federal grant. DVR distributes funds to its six regions based on historic spending patterns and anticipated need.

Participant Eligibility

Eligibility requires certification by DVR that the individual:

- Has a physical, mental, or sensory impairment that constitutes or results in a substantial impediment to employment.
- Can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.
- Receives vocational rehabilitation services to prepare for, enter into, engage in, or retain gainful employment.

(Approximately 80 percent of active clients in the program have severe disabilities.)

Outcome Measures

DVR establishes performance objectives at the start of the Federal Fiscal Year (October 1 through September 30) where goals are determined to the regional level. The two key outcome measures are the number of persons successfully employed for at least 90 days and the rehabilitation rate as compared to all participants.

DIVISION OF VOCATIONAL REHABILITATION

(cont.)

Other Program Characteristics When program funds are insufficient to serve all eligible applicants, priority is given to the most significantly disabled and, by law, to disabled Public Safety Officers. DVR identifies unserved or underserved groups and currently targets people with chronic mental illness and individuals from diverse cultural and ethnic groups such as Native Americans, Asians, and Pacific Islanders.

With the incorporation of the Rehabilitation Act into the Workforce Investment Act, one of the agencies future challenges is to develop partnerships in the WorkSource sites. Future coordination involves ensuring accessibility of the WorkSource core services to persons with disabilities and the inclusion of vocational rehabilitation services as part of the WorkSource System.

VOCATIONAL REHABILITATION FOR THE BLIND

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Statutory Authority	Federal—34 CFR 361. State—WAC Chapter 67-25. Administered by the Department of Services for the Blind.
Federal Funding	FY 99 \$5,602,730 (7/1/98 to 6/30/99) from the U.S. Department of Education, Rehabilitation Services.
State Funding	FY 99 \$1,407,499 (7/1/98 to 6/30/99) from the State General Fund.
Program History	Originally part of the Department of Social and Health Services, the Commission for the Blind was established in July 1977 by the Commission Bill to provide separate services for people who are blind or visually impaired. The Commission for the Blind was renamed the Department of Services for the Blind (DSB) in July 1983.
Planning Cycle	State annual planning and a three-year federal plan. Planning will now be coordinated with the Workforce Investment Act (WIA) State Unified Plan process.
Purpose and Type of Services	The mission of DSB is to promote economic and social independence of people who are blind or visually impaired through employment, training, and other opportunities. DSB administers a program assisting blind persons to overcome barriers to employment and to develop skills necessary for independent living. DSB <i>provides vocational rehabilitation services, including information, assessment and referral; vocational counseling</i> , including guidance, referral, and placement; and <i>rehabilitation training</i> in adaptive skills, job skills, and assistive technology. Occupational licenses, tools, equipment, technological aids, and other goods and services that can be reasonably expected to help participants achieve successful employment outcomes are also provided.
Funding and Regional Division	DSB has no regional divisions. The agency is directed from Olympia with offices in Seattle, Spokane, Tacoma, Vancouver, and Yakima. The U.S. Department of Education, Rehabilitation Services Administration requires a State Plan. Funding is allocated by formula: 79 percent federal grant and 21 percent state matching funds, based on state population.

VOCATIONAL REHABILITATION FOR THE BLIND (*cont.*)

Participant Eligibility

Any blind or visually impaired person may apply for vocational rehabilitation services. Eligibility is based on statutory criteria for legal or functional blindness and the need for vocational rehabilitation services. Individuals cannot have a visual impairment that constitutes or results in a substantial impediment to employment.

Outcome Measures

The primary outcome measure for vocational rehabilitation is successful employment. Other measures include job retention, employment outcome quality, participant satisfaction, coverage and accessibility of services, and cost effectiveness. Over the past 15 years, the Vocational Rehabilitation Program of DSB has served an average of 1,154 blind and visually impaired individuals and achieved 132 successful outcomes per year. The most recent benefit and cost ratio for the Vocational Rehabilitation Program was 2.01 or a yield of 2 dollars for every dollar invested.

Other Program Characteristics

Two factors influence the direction of DSB, which represent major opportunities and challenges. The first is the nature of the job arena. More jobs require high levels of technical skill and knowledge of computerized systems. The same technology driving the work environment also provides access technology required for visually impaired workers to become more productive and competitive. The challenge is to re-tool programs, train staff, and acquire the costly resources to fully realize the benefits of rapidly changing technology. The second factor is the effective integration of Vocational Rehabilitation Services into the workforce investment system. WIA provides the opportunity to leverage the resources of larger agencies to assist in the employment of blind individuals. As a small agency, the challenge is to creatively manage the limited resources available to meet legislative requirements, enhance access to job opportunities for the visually impaired, and not diffuse agency efforts into areas that are not cost effective. The Workforce Board has established 12 regions for service delivery. DSB currently employs 12 full-time counselors with an average annual caseload close to 100 participants requiring intensive vocational rehabilitation services.

WASHINGTON STATE BUSINESS ENTERPRISE FOR THE BLIND

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Statutory Authority	Federal—Sec. 2, 49 Stat. 1559 as amended. 209 USC 107 CFR 34, Part 395. State—RCW 74.18.220 and 74.18.230.WAC Chapter 67–35. Administered by the state Department of Services for the Blind (DSB).
Federal Funding	FY 99 \$140,570 (10/1/98 to 9/30/99) from federal vending machine revenue.
State Funding	FY 99 \$615,465 (10/1/98 to 9/30/99) from state vending machine revenue.
Program History	Originally part of the Department of Social and Health Services, a Commission Bill was signed in July 1977, establishing separate services for people who are blind or visually impaired. The Business Enterprise Program was one of the programs that moved to the Commission for the Blind, later DSB, from DSHS.
Planning Cycle	Biennial.
Purpose and Type of Services	The purpose of the Business Enterprise Program is to provide opportunities for blind individuals to succeed as independent businesspeople. It is part of the state vocational rehabilitation program for the blind. The program's goal is to increase employment opportunities for blind citizens and to demonstrate their skills and abilities. Opportunities to become independent businesspeople are made possible through training and licensing to operate and maintain vending machine and food service management facilities in public buildings. There are numerous blind vendors presently operating in federal, state, county, municipal, and other government facilities throughout the state.
Funding and Regional Division	The program has no regional divisions. It is directed from its main office in Olympia and funded by vending machine revenue only.

WASHINGTON STATE BUSINESS ENTERPRISE FOR THE BLIND (*cont.*)

Participant Eligibility	Individuals must be United States citizens and meet the legal definition of blind. They also must be referred by a DSB vocational rehabilitation counselor and meet Business Enterprise Program requirements.
Outcome Measures	The primary outcome measure for the program is placement of licensed blind vendors in facilities and the successful operation of the sites under blind vendor management.
Other Program Characteristics	By legislation, blind persons participating in the program are given preference in the operation of vending facilities on federal, state, county, municipal, and other governmental property. The source of program funds is federal and state vending machine revenues.

WASHINGTON'S TEMPORARY ASSISTANCE FOR NEEDY FAMILIES WORK PROGRAM

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Statutory Authority	Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). Major portions of this Act are administered by the Department of Social and Health Services (DSHS), including Temporary Assistance for Needy Families (TANF) and the WorkFirst Program.
Federal Funding	FY 99 \$30,652,980 (7/1/98 to 6/30/99) from the U.S. Department of Health and Human Services.
Program History	WorkFirst went into effect in 1997 after PRWORA repealed and consolidated the Aid to Families with Dependent Children, Job Opportunities and Basic Skills Program, and Emergency Assistance programs into TANF. Underlying the WorkFirst philosophy is the expectation that everyone who is able to work should be working, preparing for work, or looking for work.
Planning Cycle	Annual.
Purpose and Type of Services	<p>PRWORA gives states flexibility to design their TANF programs. Washington's TANF Work Program is the cornerstone for the Welfare-to-Work initiative, requiring participants to prepare for, find, and maintain employment leading to self-sufficiency. Benefits are limited to 60 months in a lifetime for adults. Under WorkFirst, DSHS determines if a recipient is "ready to engage" in work activities. If ready, recipients must be working, looking for work, or preparing for work. They must develop work plans as part of their Personal Responsibility Contracts.</p> <p>Support services are provided to facilitate involvement in the TANF Work program. Child services, transportation, and other job-related expenditures are a part of the job planning process.</p>
Funding and Regional Division	DSHS's Community Service Division is divided into 6 regional offices and 66 local offices. Regions are given the latitude to tailor participant service delivery to maximize program effectiveness. They coordinate services through Local Area Planning units comprised of representatives from WorkFirst

WASHINGTON'S TEMPORARY ASSISTANCE FOR NEEDY FAMILIES WORK PROGRAM (*cont.*)

Funding and Regional Division (*cont.*)

partners, community organizations, and tribal governments. Washington State receives a TANF block grant from the federal government. State plan amendments are made whenever substantive changes in spending TANF funds are made.

Participant Eligibility

Only recipients of TANF are eligible for the Washington TANF Work Program. Applicants and recipients are eligible for support services. As a part of the block grant funding, TANF programs are not considered an entitlement.

Outcome Measures

The TANF program has eight measures.

1. Current TANF caseload.
2. Percent of TANF adults looking for work, preparing for work, or working at least 20 hour a week.
3. Number of TANF adults entering employment for the first time in the program year.
4. Percent of clients remaining employed six months leaving TANF for employment.
5. Percent of clients returning to TANF within three months after leaving.
6. Percent of assistance cases with paid child support.
7. Percentage of enrollments in the Community Jobs program.
8. Enrollments and placements for Welfare-to-Work.

Other Program Characteristics

Four state agencies jointly carry out the program.

1. DSHS is the entry point and ongoing contact point for Work-First participants. Once eligibility is established, participants are assigned a case manager. The case manager stays with a participant throughout the process, helping to develop a plan for employment, encouraging progress toward the goal of getting a job, and arranging for support services needed to get and keep a job and to advance.

WASHINGTON'S TEMPORARY ASSISTANCE FOR NEEDY FAMILIES WORK PROGRAM (cont.)

Other Program Characteristics (cont.)

2. The Employment Security Department (ESD) makes the employment connection. The agency presents job search workshops. Employment specialists work with participants and employers to make job placements. Staff directly contacts new low-wage workers to offer avenues for advancement. ESD was allocated \$43,063,400 in FY 99 for WorkFirst activities.
3. The State Board for Community and Technical Colleges (SBCTC) ensures that training for basic skills and job advancement is available through the 32 community and technical colleges across the state. The colleges are developing a new generation of training for WorkFirst participants: shorter courses, offered during nonwork hours, and geared toward specific fields with high demand for workers. SBCTC is also linking with employers to design short-term, preemployment training leading directly to a job. SBCTC was allocated \$17,200,000 in FY 99 for WorkFirst activities.
4. The Department of Community Trade and Economic Development (CTED) supports availability of local social services such as housing and early childhood education. The agency also administers to the Community Jobs program. CTED was allocated \$3,338,000 in FY 99 for WorkFirst activities.

WORKFIRST POST EMPLOYMENT LABOR EXCHANGE CALL CENTER

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Statutory Authority	The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). The Workfirst Post Employment Labor Exchange Call Center (WPLEX) is administered by the Employment Security Department (ESD).
Federal Funding	FY 99 \$6,500,000 (7/1/98 to 6/30/99)
Program History	Workfirst began on August 1, 1997. Four state agencies jointly carry out the program. WPLEX started on August 1, 1998. It is operated by ESD as part of Washington State's WorkFirst Program, which was implemented in response to federal welfare reform legislation.
Planning Cycle	Annual.
Purpose and Type of Services	WPLEX contacts all WorkFirst clients after they have started working to offer services to help them advance in their jobs and careers. Staff contact clients by telephone at home. They act as personal job search advocates contacting employers, providing job referrals, giving job leads, and otherwise making better jobs more accessible to the working participants. They also connect clients with training possibilities so they can learn more skills to help them progress. As long as they remain employed at least 20 hours a week, clients are eligible to participate in vocational classroom training. ESD has outstationed staff at each community college in the state to provide reemployment services and labor exchange activities for Temporary Assistance for Needy Families.
Funding and Regional Division	The program is statewide and is administered through the Puget Sound Region ESD.
Participant Eligibility	Welfare recipients or former welfare recipients who have gone to work at least 20 hours a week can be assisted by WPLEX.

WORKFIRST POST EMPLOYMENT LABOR EXCHANGE CALL CENTER (*cont.*)

Outcome Measures

Outcomes include:

- Increased referral and placement into better jobs.
- Increased utilization of job retention and wage progression services.
- Reduced re-entry into assistance.

Other Program Characteristics

WPLEX connects clients with assistance for other retention issues that may be jeopardizing their ability to remain employed such as child care, substance abuse, domestic violence, and anger management.

REEMPLOY WASHINGTON WORKERS

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Statutory Authority	Social Security Act, Social Services Block Grant. Reemploy Washington Workers (RWW) is administered by the Employment Security Department (ESD).
Federal Funding	FY 99 \$ 1,250,000 (7/1/98 to 6/30/99).
State Funding	FY 99 \$3,750,000 (7/1/98 to 6/30/99).
Program History	WorkFirst went into effect August 1, 1997. Since its implementation, Washington State has provided services to help clients conduct an effective job search to enter the labor market. Most WorkFirst clients have been successful in finding an entry-level job. Statistics show, however, that a large percentage of WorkFirst clients (and low wage earners) who go to work lose their jobs before “stabilizing.” RWW was created to prevent former welfare clients from going back on assistance by helping them to get reconnected to the labor market quickly.
Planning Cycle	Annual.
Purpose and Type of Services	<p>RWW is a voluntary, intensive eight-week job search program. It is designed after the WorkFirst model of service delivery and is targeted toward low-income Unemployment Insurance (UI) claimants. RWW provides intensive job search services and support to:</p> <ul style="list-style-type: none">• Reduce the time that low-income workers rely on UI benefits.• Keep workers on the job longer.• Break the cycle of the last hired, first fired for the working poor.

REEMPLOY WASHINGTON WORKERS (cont.)

Funding and Regional Division Application for funds is part of the Temporary Assistance for Needy Families state plan process.

RWW program offices are located in four ESD regions:

1. **Puget Sound Region.** Auburn, Everett, and Rainier Job Service Centers.
2. **West Region.** Bellingham, Bremerton, Mount Vernon, and Pierce County Job Service Centers.
3. **Southwest Region.** Cowlitz, Lewis County, Olympia, and Vancouver Job Service Centers.
4. **Cascade East Region.** Moses Lake, Spokane, Sunnyside, Wenatchee, and Yakima Job Service Centers.

Participant Eligibility To be eligible for RWW, a client must be a Washington State resident, have an UI benefit claim, be a low-wage earner (family earnings not more than 175 percent of the federal poverty level), and have a dependant child under 18 years of age in their household.

Outcome Measures Outcomes are measured by the number of people served and placed.

Other Program Characteristics RWW provides low-cost child care and support services during job search, personalized labor market information portfolios, unsolicited job referrals, cash incentives, and wage progression services.

COMMUNITY JOBS PROGRAM

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Statutory Authority	The Personal Responsibility and Work Opportunity Reconciliation Act of 1996. Community Jobs Program is administered by the Department of Community, Trade, and Economic Development (CTED).
Federal Funding	FY 99 \$2,887,000 (7/1/98 to 6/30/99).
Program History	Since WorkFirst's implementation in 1997, Washington State has provided services to help clients conduct an effective job search to enter the labor market. Most WorkFirst clients have been successful in finding a job, however, some clients need additional assistance to enter the regular job market. The Community Jobs program was started in June 1997 to provide temporary community-based work and skill building experience.
Planning Cycle	Community Jobs is part of the annual WorkFirst local planning process.
Funding and Regional Division	CTED contracts with community-based organizations throughout the state to provide local service delivery operations, often as regional consortia.
Purpose and Type of Services	The Community Jobs program provides nine-month work assignments in nonprofit organizations, educational institutions, and local, state, federal, and tribal governments. Local service providers establish the work sites and provide the participants with supervision, personal development, and support services. Participants work a minimum of 20 hours per week and are paid minimum wage. Each participant agrees to an Individual Development Plan to be completed with the contractor during the job experience. The Individual Development Plan describes job duties, as well as personal and occupational goals and objectives, including training and skill development. The ultimate goal for participants is unsubsidized job placement.

COMMUNITY JOBS PROGRAM (cont.)

Participant Eligibility

Community Jobs participants have:

- Demonstrated to their Department of Social and Health Services case manager that they have been unsuccessful in or unable to complete Job Search.
- Been deemed by their WorkFirst case manager to have the potential to become more employable after a Community Jobs assignment.

Outcome Measures

Program contracts are performance based, with pay points for participant engagement, job enrollment, success in meeting individual development plan goals, and Community Job completion and/or unsubsidized job placement.

PREEMPLOYMENT TRAINING PROGRAMS

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Statutory Authority	WorkFirst Reinvestment Funds. Administered by the State Board for Community and Technical Colleges.
Federal Funding	FY 99 \$4,400,000 (7/1/98 to 6/30/99).
State Funding	FY 99 \$2,600,000 (7/1/99 to 6/30/00).
Program History	Shortly after WorkFirst's implementation in 1997, Washington's Community and Technical Colleges initiated new programs to serve current and former welfare recipients along with other low-income working adults (earning less than 175 percent of the poverty level.) Preemployment training is short-term training with employers who commit to giving first consideration to hiring those who complete the training.
Planning Cycle	Annual.
Purpose and Type of Services	WorkFirst and low-income participants receive short-term training to learn the skills they need to work in a particular field. Colleges and private institutions develop these training programs with employers who commit to giving first consideration to hiring those who complete the training.
Participant Eligibility	Current and former welfare recipients along with other low-income working adults (earning less than 175 percent of the poverty level.)
Funding and Regional Division	Funds are awarded based on application. Colleges and private institutions develop applications in partnership with employers, Department of Social and Health Services, and the Employment Security Department. Only applications that meet the wage and training criteria, have the appropriate partners, and are reasonably budgeted, are funded.
Outcome Measures	Preemployment training is measured by the number of job openings for the period and the number of stable jobs at higher than average wages.

WORK-BASED LEARNING TUITION ASSISTANCE

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Statutory Authority	WorkFirst Reinvestment Funds. Administered by the State Board for Community and Technical Colleges.
Federal Funding	FY 99 \$2,525,000 (7/1/98 to 6/30/99).
State Funding	FY 99 \$1,475,000 (7/1/98 to 6/30/99).
Program History	Following the initial implementation of WorkFirst in 1997, the two-year college system appropriated funds to provide Work-Based Learning Tuition Assistance for WorkFirst and other low-income, working parents. Funds are intended to assist low-income workers who may be leaving welfare or are at risk of calling on welfare to gain the skills needed to advance in their chosen careers.
Planning Cycle	Annual.
Purpose and Type of Services	<p>The primary goal of these funds is to assist people who have entered low-wage employment to continually access training and improve their skills and provide them with opportunities for better employment and wages. The funds provide additional resources for colleges to assist low-income workers in wage progression.</p> <p>Colleges can provide tuition assistance for training linked to an individual's work goals and career/educational plan that will lead to better skills and higher wages. Funds can also be used to pay for fees required for students to enroll in college, vocational programs, and/or programs needed for wage and skills progression.</p>
Funding and Regional Division	Funds are awarded based on application to the state's community and technical colleges.

WORK-BASED LEARNING TUITION ASSISTANCE (*cont.*)

Participation Eligibility

Low-wage working parents who are financially responsible for their children, and they must be one of the following:

- ***WorkFirst Parent*** in 20 hours of paid employment or working at least 16 hours per week through a federal, state, or college-sponsored work study program. (Note: Temporary Assistance for Needy Families recipients enrolled in individualized Preemployment Training do not need 20 hours of paid employment to qualify.)
- ***Low-Wage Working Parent*** in paid employment and have an average monthly or annual net earnings and family income at or below 175 percent of the federal poverty level adjusted for family size.

Outcome Measures

Students receiving Work-Based Learning Tuition Assistance are expected to complete at least 50 percent of the credits for which they enroll each quarter and maintain satisfactory academic progress as defined by the institution.

WELFARE-TO-WORK PROGRAM

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Statutory Authority	The Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) is a welfare reform bill under which the Temporary Aid to Needy Families (TANF) program was established to supersede the Aid to Families with Dependent Children program, among others. Section 403(a)(5)(A)(ii)(I) of the Act indicates that Welfare-to-Work area plans are an “addendum” to state TANF plans. Washington State Employment Security Department administers Welfare-to-Work funds.
Federal Funding	Washington State receives a grant from the U.S. Department of Labor (DOL). Annual average funding for the three-year grant is \$7,558,175.
State Funding	State matching funds are required to draw federal DOL funds. Washington’s match money is \$5,700,000 for FY 99 (7/1/99 to 6/30/00).
Program History	On August 5, 1997, the President signed the Balanced Budget Act of 1997. The legislation provided for Welfare-to-Work grants to help move hard-to-employ TANF recipients into unsubsidized jobs and economic self-sufficiency. In Washington State, the Welfare-to-Work program became an enhancement to WorkFirst, the state’s primary welfare program.
Planning Cycle	State planning for TANF is completed on an annual basis. The Welfare-to-Work state plan for PY 99 was approved by DOL in September 1999 for the second round of funding.
Purpose and Type of Services	<p>Welfare-to-Work assists the state in meeting welfare reform objectives by providing additional resources to assist hard-to-employ recipients residing in high poverty areas in the state.</p> <p>PRWORA gives states the flexibility to design their Welfare-to-Work programs according to the service delivery area needs and the local area plans. Welfare-to-Work activities are coordinated with those undertaken through TANF, as hard-to-employ welfare recipients constitute a significant portion of the TANF eligible population.</p>

WELFARE-TO-WORK PROGRAM (*cont.*)

Purpose and Type of Services (*cont.*)

The Department of Social and Health Services (DSHS) is the state's TANF agency and has the lead for the design and implementation of WorkFirst. Most recipients participate in WorkFirst for 12 weeks of structured work search. Early on, WorkFirst participants are prescreened for the Welfare-to-Work program. Once eligibility is determined, recipients are co-enrolled as appropriate. Some participants will have failed to find employment, while others will have found employment but at low wages or less than full-time work. Welfare-to-Work eligible participants who fail job search are referred to Welfare-to-Work providers for appropriate activities.

Primary responsibility for case management remains with the DSHS case manager. Close working relationships among all partners promote the leveraging of resources and provide seamless service to participants most in need. Welfare-to-Work provides intensive services for eligible participants. A full array of employment and training services are available such as job readiness, work experience, on-the-job training, job placement, postemployment services, job retention services, and support services.

Participant Eligibility

At least **70 percent** of the grant funds must be spent on long-term TANF recipients with 30 or more months of assistance and at least two labor market deficiencies. These deficiencies include lack of a high school diploma or GED, low reading or math skills, need for substance abuse treatment, poor work history, or upcoming termination from TANF assistance within 12 months.

Up to **30 percent** of the grant funds are targeted for recipients with less than 30 months of assistance, but with characteristics of long-term welfare dependency such as school dropout, teen pregnancy, poor work history, and are either recipients of TANF assistance or noncustodial parents.

WELFARE-TO-WORK PROGRAM (*cont.*)

Participant Eligibility (*cont.*)

TANF participants who have exhausted benefits may be served by Welfare-to-Work if they are otherwise eligible for services under the 70 and the 30 percent funded programs. An exhaustee is a person who would be receiving TANF had they not exhausted or exceeded the state and national TANF limits for receiving assistance.

Other Program Characteristics

Identification of eligible WtW participants happens in several ways, including making use of the “30-month list” produced from DSHS records. This lists participants receiving benefits for a minimum of 30 months and includes identifying information such as education and program status. Also, the local Workforce Development Councils contract with community-based organizations and Community Action Programs for recruitment of eligible people. While emphasis is placed on serving current WorkFirst participants, other strategies exist to identify and serve all categories of eligible participants such as noncustodial parents.

A Criminal Justice project encourages the inmate population of Washington’s correctional facilities to connect with local councils. This population may qualify under all the same categories as the nonoffender participants, including the noncustodial parent.

FOOD STAMP EMPLOYMENT AND TRAINING PROGRAM

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Statutory Authority	Federal—The Food Stamp Act of 1985, P.L. 99-158 as amended by the Personal Responsibility and Work Reconciliation Act of 1996, P.L. 104-193 and 7, and CFR 273.7. State—WAC 388-49-360, 388-49-370, 388-498-380, and RCW 74.04.510. Administered by the Department of Social and Health Services (DSHS).
Federal Funding	FY 99 \$1,081,351 (10/01/98 to 09/30/99) from the U.S. Department of Agriculture's Food and Consumer Services Division. Employment and training services are contracted to the Employment Security Department (ESD).
Program History	The Food Stamp program was originally established under the Food and Nutrition Services pursuant to the Food Stamp Act of 1977. The program is administered through DSHS Services. ESD is contracted to provide services to eligible food stamp recipients.
Planning Cycle	Annual—federal fiscal year.
Purpose and Type of Services	The program provides intensive job search services to food stamp recipients subject to work requirements. Participants receive 11 hours of job search instruction and are provided with support for self-directed job search efforts for the first 30 days they receive food stamps. Participants must reside in a nonexempt area of the state as approved by the U.S. Department of Agriculture.
Funding and Regional Division	In previous years, funding was based on cost reimbursement. This year, it is performance based. Interagency contracts are negotiated each year based on U.S. Department of Agriculture requirements.
Participant Eligibility	Beginning January 1, 1997, <i>work required participants</i> are able-bodied food stamp recipients ages 18 to 50 with no dependents under age 17 and do not meet any other exemptions permitted by law. They are required to work 20 hours per week, participate in a state-approved employment and training program, or participate in community service work as a condition of receiving food

FOOD STAMP EMPLOYMENT AND TRAINING PROGRAM

(*cont.*)

Participant Eligibility (*cont.*)

assistance. If these requirements are not met after three months, they become ineligible for food assistance for three years. The law provides minimal remedies for reversing this ineligibility. *Employment and training required participants* are ages 16 to 60 with no dependents under age 6 and do not meet any other exemptions permitted by law. They are required to participate in the job search component or be subject to immediate sanctions.

Outcome Measures

The program is measured by the number of clients who are placed into employment.

WORKFORCE INVESTMENT ACT, TITLE I-B ADULT PROGRAMS

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Statutory Authority	Federal—Workforce Investment Act (WIA) of 1998, P.L. 105-220. Administered by the Employment Security Department (ESD).
Federal Funding	\$18,909,263 FY 99 (7/1/99 to 6/30/00) Job Training Partnership Act (JTPA) Title II-A.
Program History	<p>On July 1, 2000, WIA replaces the JTPA of 1982. For nearly 20 years, the federally funded JTPA program provided job training and other services to help economically disadvantaged youth and adults and dislocated workers obtain job skills and find employment.</p> <p>As a first step to implementing WIA in Washington State, Governor Locke issued Executive Order 99-02, calling on the Workforce Training and Education Coordinating Board (the Workforce Board) to act as the “Workforce Investment Board” for purposes of WIA. The Order also establishes 12 local Workforce Development Councils, one for each of the state’s workforce investment areas. These 12 local areas follow the same county lines as the 12 Service Delivery Areas under JTPA. Each new council, in consultation with chief local elected officials, will oversee WIA Title I-B activities in its local area. One of these activities includes employment and training services for adults.</p>
Purpose and Type of Services	The program prepares individuals 18 years and older for participation in the labor force by providing core services and access to job training and other services. Services are coordinated through the state’s One-Stop career center system called WorkSource. “Core services” include skill assessment, labor market information, consumer reports on training programs, and job search and placement assistance. Second and third tier “intensive” services are available for eligible adults unable to obtain jobs through core services. This sequence of services is individualized and may include more intensive assessments, individual counseling, employment planning, and prevocational and vocational training.

WORKFORCE INVESTMENT ACT, TITLE I-B ADULT PROGRAMS (cont.)

Funding and Regional Division At the state level, WIA Title I-B adult program services are described in a five-year operations plan developed by ESD and the Workforce Board and approved by the Governor. In order to access funds, the U.S. Department of Labor must approve the plan. At the local level, WIA Title I-B adult activities are described in five-year operations plans developed by Workforce Development Councils and chief local elected officials. Funds are allocated to the 12 local Workforce Investment Areas, using federal and state allocation formulas.

Outcome Measures The following measures are used to determine the program's success.

- The number of adults who find unsubsidized employment after receiving services.
- The number of adults who retain employment after six months on the job.
- The number of adults who obtain educational skills or occupational skills; and earning levels after six months on the job.

Employer and participant satisfaction levels are also measured.

Participant Eligibility Specific eligibility guidelines are described in the Act. Core services are available to all adults with no eligibility requirements. "Intensive" and "training" services are authorized for unemployed individuals unable to find jobs through core services alone. In some cases, these services are available to employed workers who need more help to reach self-sufficiency.

Other Characteristics Local priorities for WIA Title I-B Adult Employment and Training Program must support the priorities described in each local Workforce Development Council's unified plan and must also be consistent with the goals identified in the state's unified plan for the workforce development system.

REFUGEE ASSISTANCE PROGRAM

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Statutory Authority	Federal—Refugee Education Assistance Act of 1980, P.L. 96–212); the U.S. Immigration and Nationality Act; 45 CFR Chapter 4, Part 400.
State Funding	FY 99 \$375,000 from the State General Fund. Chapter 388–55 WAC. Administered by the Department of Social and Health Services (DSHS).
Federal Funding	FY 99 \$4,500,000 (10/1/98 to 9/30/99) from the U.S. Department of Health and Human Services.
Program History	The program began in 1980 to assist low income, legally determined refugees, Amerasians, and those seeking asylum. Program services are delivered through contracts with community-based organizations, refugee resettlement (voluntary) organizations, and state, local governmental, and private agencies. Since 1991, about 5,000 refugees have resettled in Washington State each year.
Planning Cycle	Annual.
Purpose and Type of Services	The goal of the DSHS Refugee Assistance Program is to coordinate the resettlement of refugees in Washington and to promote economic self-sufficiency as quickly as possible. This is accomplished through the effective use of social and employment services, as well as financial and medical assistance. Refugee program services include public health screening, foster care if needed, cultural adjustment and social services, English language instruction, bilingual support, skill training, employment services, and job retention services.
Funding and Regional Division	The Refugee Assistance Program uses the DSHS and Economic Services Administration regional structure. Funding is allocated by the federal Office of Refugee Resettlement based on the number of refugee admissions to the state.

REFUGEE ASSISTANCE PROGRAM

(cont.)

Participant Eligibility

All legally determined refugees and Amerasians are eligible for the Office of Refugee Assistance services if their income is below 80 percent of the state median income. The U.S. Immigration and Naturalization Service assigns refugee status. Section 101 (a)(42) of the Immigration and Nationality Act defines the term “refugee” to mean any person who is persecuted or has a well-founded fear of persecution in their home country because of race, religion, nationality, membership in a particular social group, or political opinion.

Outcome Measures

Number of refugees receiving health screening, public assistance, social, and employment services. For those receiving Temporary Assistance for Needy Families and Refugee Grant Assistance, the outcome is the number of refugees who obtain employment and become economically self-sufficient.

Other Program Characteristics

The program emphasizes:

- Services be provided in a manner that is linguistically and culturally compatible with the refugee’s background.
- English language instruction be provided in a concurrent, rather than in a sequential manner with other program services.
- Refugee women be offered the same opportunities as men to participate in training and instruction.

Federal regulations governing the program state that “refugee-specific services should be provided through a separate service system during the initial years of resettlement, rather than a mainstream system in which refugees are only one of many client groups served.”

EMPLOYMENT AND TRAINING FOR MIGRANT SEASONAL FARM WORKERS

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Statutory Authority

Title 1, Section 167 of the Workforce Investment Act (WIA). Administered by the Washington Farm Worker Investment Program, Opportunities Industrialization Center (OIC) of Washington State.

Federal Funding

FY 99 \$1,805,106 (7/1/99 to 6/30/00) from the U.S. Department of Labor (DOL).

Program History

Washington State has provided employment and training services for migrant workers since the inception of the Job Training Partnership Act (JTPA). It has historically been operated by a single grantee for the state selected by DOL through a competitive procurement process. The 1999 grantee is OIC of Washington. OIC is operating the program as the Washington Farm Worker Investment Program.

In July 2000, the program will be operated under Title I, Section 167 of WIA. Program services will be coordinated fully within the state's One Stop delivery system (WorkSource) with participants receiving core, intensive, and/or training services from the state grantee working in conjunction with WorkSource Partners.

Planning Cycle

Two-year competitive bid.

Purpose and Type of Services

The program provides job training, employment opportunities, and other services for those suffering chronic seasonal unemployment and underemployment in the agricultural industry. Services include job search assistance, job development, classroom training, work-based training, and support services.

Funding and Regional Division

There are five program regions.

1. **Mount Vernon Regional Office** serving Skagit and Whatcom Counties.
2. **Wenatchee Regional Office** serving Chelan, Douglas, and Okanogan Counties.

EMPLOYMENT AND TRAINING FOR MIGRANT SEASONAL FARM WORKERS (*cont.*)

Funding and Regional Division (*cont.*)

3. **Moses Lake Regional Office** serving Grant and Adams Counties.
4. **Sunnyside Regional Office** serving Kittitas, Klickitat, and Yakima Counties.
5. **Pasco Regional Office** serving Benton, Franklin, and Walla Walla Counties.

Funds are distributed among states by formula. The approved grantee for the state establishes substate allocations consistent with the application and the approved grant plan.

Participant Eligibility

Eligibility for participation in the program is limited to seasonal farm workers or migrant farm workers who, during a specified time period, received at least 50 percent of their income from, or who were employed at least 50 percent of their time, in farm work. Applicants must also meet low-income guidelines.

Outcome Measures

The program is measured by the number of eligible individuals receiving classroom training, on-the-job training, work experience, training assistance, or emergency assistance. The program is also measured by the number of individuals placed in jobs or whose employability is enhanced.

Other Program Characteristics

The Migrant Seasonal Farm Worker Program was developed after Congress concluded that chronic seasonal unemployment and underemployment in the agricultural industry constituted a portion of the nation's rural employment problem, substantially affecting the national economy.

COMMUNITY SERVICES BLOCK GRANT PROGRAM

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Statutory Authority	Federal—P.L. 97-35. Administered by the Department of Community, Trade and Economic Development.
Federal Funding	Calendar year 1998 funding totaled \$7,474,000 from the U.S. Department of Health and Human Services, of which \$443,000 was for placement and development services.
Program History	The Community Services Block Grant (CSBG) Program was a continuation of the war on poverty program created by Congress in 1964. Funds and policies were transferred to a state block grant in 1981.
Planning Cycle	Annual.
Purpose and Type of Services	The purpose of the CSBG program is to encourage local communities to establish goals that address the causes of poverty and to support the costs of implementing comprehensive local plans designed to eliminate barriers to self-sufficiency among needful residents. The grant can support 84 activities and services, including housing assistance, emergency services, education, job counseling, job placement assistance, nutrition, and linkage services.
Funding and Regional Division	The state contracts with 31 Community Action Agencies, some serving more than one county, who address the causes of poverty in every local community in the state. Each Community Action Agency must submit an annual “Community Action Plan.” Funds are distributed by a formula developed in collaboration with the Washington State Association of Community Action Agencies. Funds are allocated according to the 1990 census of the number of persons living at or below 125 percent of poverty.
Participant Eligibility	Citizens who live at or below 125 percent of the poverty level are eligible.

COMMUNITY SERVICES BLOCK GRANT PROGRAM (cont.)

Outcome Measures

There are more than 60 outcome measures for 20 services. Examples of expected outcomes for employment services include the number of persons who:

- Reduced their barriers to employment.
- Found and retained jobs after 90 days and after 12 months.
- Increased their hours of employment.
- Obtained jobs covered by health care insurance.
- Increased their income because of increased hourly wages, increased hours worked, or tax credits
- Started a small business and/or operated it for 24 months.

Other Program Characteristics

Twenty-seven nonprofit Community Action Agencies and four local governments are awarded CSBG contracts per year. Each contractor develops a comprehensive plan for local services that are unique to the geographic area.

ADULT EDUCATION AND BASIC SKILLS

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Statutory Authority	Federal—Adult Education and Family Literacy Act, Title II of the Workforce Investment Act (WIA), P.L. 105-220, C.F.D.A. 84.0002. State—RCW 28B.50, WAC 180-72. Also, a special line item in the State Board for Community and Technical Colleges (SBCTC) State General Fund budget.
Federal Funding	FY 00 \$4,764,515 (7/1/99 to 6/30/00) from the U.S. Department of Education.
State Funding	FY 99 \$93,206,626 (7/1/98 to 6/30/99). Primarily from SBCTC’s allocation to colleges and a special line item in the SBCTC budget.
Program History	Federal adult education legislation, enacted in 1965, started the modern era of adult and family literacy services in the state. In 1991, the program moved from the Office of Superintendent of Public Instruction to SBCTC. Over the years, special state and federal initiatives expanded the scope of adult education to include homeless adults, English language instruction, citizenship for undocumented adults, workforce basics, adults with disabilities, basic skills for welfare reform participants, and family literacy.
Planning Cycle	Biennial, with a five-year state plan.
Purpose and Type of Services	<p>Adult Education and Basic Skills provides services or instruction in adult education and literacy services, including workplace literacy, family literacy, and/or English literacy, in order to:</p> <ul style="list-style-type: none">• Assist adults to become literate and obtain the knowledge and skills necessary for employment and self-sufficiency.• Assist adults who are parents to obtain the educational skills necessary to become full partners in the educational development of their children.• Assist adults in the completion of a secondary school education.

ADULT EDUCATION AND BASIC SKILLS (*cont.*)

Purpose and Type of Services (*cont.*)

Adult literacy, family learning, workplace skills enhancement, English language instruction, citizenship classes, basic skills education, high school equivalency preparation, alternative high school diploma, and similar programs are all parts of the state's Adult and Family Literacy services. These services provide opportunities for adults to gain control over their own lives by enabling them to practice, learn from, and master the skills and strategies required for responsible citizenship, productive employment, and family self-sufficiency.

Funding and Regional Division

Funds are allocated equitably among 18 funding areas in a ratio representing populations needing these services and the current levels of service in each area. The current plan emphasizes maintaining an adult and family literacy presence throughout the state, fostering a local and regional fit between services and needs, demonstrating a commitment to direct and equitable access, and ensuring continuity of services for existing students. Each applicant for state and/or federal funding must compete with other eligible applicants within its funding area. Competition is based on responses to the 12 criteria specified in WIA Title II, plus a budget item added by the state. By July 1, 2001, funding must be based on prior achievement of outcome measures.

Participant Eligibility

In order to be eligible, the following requirements must be met.

- Be at least 16 years old.
- Not be enrolled or required to be enrolled in secondary school under state law.
- Lack sufficient mastery of basic educational skills enabling them to function effectively in society and:
 - Not have a high school diploma or recognized equivalent.
 - Not achieved an equivalent level of education.
 - Not be able to speak, read, or write the English language.

ADULT EDUCATION AND BASIC SKILLS (*cont.*)

Outcome Measures

Each Adult and Family Literacy provider must propose and report quarterly rates for participants to:

- Demonstrate improvements in literacy skill levels in reading, writing, and speaking the English language; numeracy; problem solving; English language acquisition; and other literacy skills.
- Enroll in, retain, or complete, postsecondary education, training, unsubsidized employment, or career advancement.
- Earn a secondary school diploma or a GED certificate.

Other Program Characteristics

Adult and Family Literacy programs are provided by the state's community and technical colleges and by community-based organizations. The Adult Education Advisory Council has adopted "Indicators of Program Quality," "Basic Skills Competencies," and a "Statewide Assessment System," which are applicable to all providers. Service providers have developed broad-based, community-wide literacy programs using a variety of funding sources. For example, providers enter into local agreements to deliver basic skills for participation in WorkFirst, refugee resettlement and job training programs, as well as for inmates of state and local correction facilities.

VOLUNTEER TUTOR COORDINATION PROGRAM

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Statutory Authority	From the State Board for Community and Technical Colleges (SBCTC) budget.
State Funding	FY 00 \$246,550 (7/1/99 to 6/30/00).
Program History	SBCTC has awarded small grants to community and technical colleges, literacy councils, and community-based organizations (CBOs) to help recruit, train, and support volunteer literacy tutors since 1987. In July 1999, the total number of programs increased from 23 to 30.
Planning Cycle	Biennial.
Purpose and Type of Services	The Volunteer Tutor Coordination Program subsidizes the salary and benefits of an on-site professional to recruit, train, and support literacy tutors and match them with adult learners. Most tutors work on a one-to-one basis with students. Other tutors assist in classrooms, work with small groups of students, or provide related services such as recruiting and testing students.
Funding and Regional Division	SBCTC awards small grants to community and technical colleges, literacy councils, and CBOs across the state.
Participant Eligibility	<p>Tutors are carefully screened and trained by local program coordinators. In order to be eligible the following requirements must be met. Participants must:</p> <ul style="list-style-type: none">• Be at least 16 years old.• Not be enrolled or required to be enrolled in secondary school under state law.• Lack sufficient mastery of basic educational skills enabling them to function effectively in society and:<ul style="list-style-type: none">- Not have a high school diploma or recognized equivalent.- Not achieved an equivalent level of education.- Not be able to speak, read, or write the English language.

VOLUNTEER TUTOR COORDINATION PROGRAM

(cont.)

Outcome Measures

Each Adult and Family Literacy provider must propose and report quarterly rates for participants to:

- Demonstrate improvements in skill levels in reading, writing, and speaking the English language; numeracy; problem solving; English language acquisition; and other literacy skills.
- Enroll in, retain, or complete postsecondary education, training, unsubsidized employment, or career advancement.
- Earn a secondary school diploma or a GED certificate.

Other Program Characteristics

Tutoring programs provide a “safe” environment for beginning readers who are reluctant at first to join adult basic education classes. The program provides an opportunity to learn English for those on waiting lists for English-as-a-Second Language classes. More than 3,000 volunteers worked with 7,000 students in 1998–99 in 23 literacy organizations.

FAMILIES THAT WORK

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Statutory Authority	State—From the State Board for Community and Technical College budget supplemented by WorkFirst Investment Funds.
State Funding	PY 00 \$2,240,850 (7/1/99 to 6/30/00).
Program History	Families That Work grew out of the state-funded literacy program called Project Even Start, which had provided basic skills, parent education, and child education for about 500 families a year since 1988. In the fall of 1997, 15 Even Start programs refocused their efforts to include self-efficiency for families as a response to the needs of Welfare Reform. In the summer of 1999, all family literacy efforts centered on the Families That Work model with 19 community and technical colleges and 4 community-based organizations as providers. Two more colleges have applied to begin programs this fall.
Planning Cycle	Biennial, with a five-year state plan.
Purpose and Type of Services	The purpose of the program is to assist hard-to-employ and low-wage-earning parents with low basic skills to find success at work while stabilizing their families. The program includes basic skills taught in the context of work, family management skills, developmentally appropriate care and education for children, and parent and child activity time to increase the child's readiness for and success in school. Every parent participates in a work activity designed to increase employability leading to unsubsidized employment.
Funding and Regional Division	The program is statewide. There are 18 state-funded Even Start projects delivered by 15 community and technical colleges and 3 community-based organizations.
Participant Eligibility	Current and former Temporary Assistance for Needy Families recipients and low-wage-earning parents with low basic skills who have a dependent child at home or are pregnant are eligible.

FAMILIES THAT WORK

(*cont.*)

Outcome Measures

Outcomes for Families That Work include:

- Attainment of critical job and family stabilization skills.
- Successful placement in work activity or paid employment.
- Wage and skill progression.
- Strengthened family management and parenting skills.
- Increased learning success for all children in the family.

WORKPLACE BASIC SKILLS

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Statutory Authority	State—from the State Board for Community and Technical College budget supplemented by WorkFirst Reinvestment Funds.
Federal Funding	FY 99 \$625,000 (7/1/99 to 6/30/99).
State Funding	FY 99 \$375,000 (7/1/99 to 6/30/99).
Program History	The Office of Adult Literacy has managed Workplace Basic Skills projects since 1991. From 1991 to 1998, these projects were funded by grants from the U.S. Department of Education's National Workplace Literacy Project. Since July of 1998, they have been funded through WorkFirst Reinvestment Funds.
Planning Cycle	Biennial, with a five-year state plan.
Purpose and Type of Services	Workplace Basic Skills programs provide customized, on-site instruction to workers. While instruction targets Washington State's adult basic skills and English-as-a-Second Language competencies, it focuses on those competencies specific to each work site. In fact, the purpose and outcomes of instruction are defined by each employer and often reflect the perspectives of workers and labor. In addition, the materials, vocabulary, and assessments used come from the workplace or are specifically tailored to it. While service models vary by workplace, they often include group instruction and tutoring/mentoring.
Funding and Regional Division	There are no substate regions. Applications for Workplace Basic Skills funds may be submitted throughout the year, as long as funds are available. Applications are evaluated against criteria that reflect national standards for workplace programs and the 12 criteria specified in the Workforce Investment Act. A specific budget is required.
Participant Eligibility	Eligible participants lack one or more adult basic literacy competencies required for success in their workplace. In addition, participants must be current/recent welfare recipients or live at or below 175 percent of the poverty level.

WORKPLACE BASIC SKILLS

(cont.)

Outcome Measures

Participant outcomes, reported through Washington Adult Basic Education Reporting System, (WABERS) include:

- Employer certification, course competencies, improved job-specific skills, and retention in unsubsidized employment.
- Participant and supervisor satisfaction with project services, measured and reported with a satisfaction survey.
- Expected impact on business—determined for each project and included in the final project report (e.g., improved ability to work in teams, improved understanding of safety regulations, increase in number of workers successfully participating in other training.).

Participant outcomes will be supplemented with information from unemployment insurance data match to determine number retained in employment wage progression, promotion, etc.

OFFENDER EDUCATION PROGRAM

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Statutory Authority	Federal Adult Education Act—Title I.
Federal Funding	FY 99 \$85,735 Adult Education Act, as allocated by the State Board for Community and Technical Colleges (SBCTC). U.S. Department of Education (DOE).
State Funding	FY 99 \$13,507, 327 (7/1/98 to 6/30/99).
Program History	The Department of Corrections (DOC) contracts with 11 local community colleges, the Employment Security Department's Corrections Clearinghouse, and 2 private organizations to provide education services for offenders in 15 correctional facilities. DOC provides education opportunities in basic skills, vocational skills training necessary for work, and offender change interventions.
Planning Cycle	Annual planning and annual contract selection.
Purpose and Type of Services	The mission of the program is to provide offenders, under the supervision of the DOC, with appropriate educational opportunities to increase knowledge, skills, and abilities to function effectively while incarcerated and upon release. Programs address a broad range of offender needs, including adult basic education, life skills, vocational education, and other academic programs. Educational activities for special needs groups include English-as-a-Second Language training, personal interaction skills, preparation for institutional work assignments, workplace literacy, and other employment readiness services.
Funding and Regional Division	Although DOC is comprised of five regions, oversight of educational programs is provided by the educational services administrator for statewide offender education. A governance board makes funding recommendations based on a review of an annual needs assessment submitted by each correctional facility.

OFFENDER EDUCATION PROGRAM

(cont.)

Participant Eligibility

Educational programs are available to all offenders in 11 correctional facilities, 2 pre-release facilities, and 1 assisted living facility. DOC has presumptive enrollment for offenders under the age of 22 who do not have a high school diploma or GED certificate and for offenders who score lower than 9th grade.

Outcome Measures

The Department's Strategic Plan includes two objectives regarding education programs.

1. Increase the number of offenders completing education course subject levels by 5 percent each year while reducing the cost per offender enrollment by 2 percent each year.
2. Increase the number of offenders who complete vocational skills training by 5 percent while reducing the cost per offender enrollment by 2 percent each year.

Other Program Characteristics

DOC and the respective correctional institutions deliver a variety of educational programs by coordinating funding from numerous state and federal sources and coordinating the delivery of services with the Employment Security Department's Corrections Clearinghouse unit, the Office of Superintendent of Public Instruction, SBCTC, and the Carl Perkins Correctional Alliance. Primary education providers are local community colleges. Corrections Clearinghouse provides specialized preemployment services at several correctional facilities.

CORRECTIONS CLEARINGHOUSE PROGRAMS

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Statutory Authority	Federal—Carl D. Perkins Vocational and Technical Education Act of 1998. Administered by the Employment Security Department (ESD).
Federal Funding	FY 99 \$185,000 (7/1/99 to 6/30/00) from the U.S. Department of Education. The Workforce Training and Education Coordinating Board grants federal Carl Perkins funds (1 percent of Title I) to ESD.
State Funding	FY 99 \$898,750 (7/1/99 to 6/30/00) from Penalty and Interest funds.
History	Corrections Clearinghouse (CCH) was founded in 1972 to provide offender employment services. The goal and mission was to empower offenders in securing and maintaining employment.
Planning Cycle	Biennial.
Purpose and Type of Services	A division of ESD, CCH develops, administers, coordinates, and delivers employment and training services to juvenile and adult offenders. The program's specialized services reduce recidivism by helping exoffenders find jobs. CCH accomplishes this by increasing the education and employability skill levels of offenders as an alternative to criminal behavior by allowing them to be better able to compete in the job market.
Funding and Regional Division	Programs are located throughout the state in adult and juvenile correctional facilities. CCH must submit a plan for these programs. Funding for both programs comes from state funds, which require the development, implementation and reporting of planned outcome measures. Funds are not allocated by formula.
Participant Eligibility	Participants are juvenile or adult offenders in a state correctional institution, local jail, or juvenile facility and adult or juvenile exoffenders residing in local communities. Probationary youthful offenders are also eligible.

CORRECTIONS CLEARINGHOUSE PROGRAMS (*cont.*)

Outcome Measures

Outcome measures include enrollments, completions, job placements, job developments, and employment upgrades.

Other Program Characteristics

Employment and training services for juvenile and adult offenders are delivered through CCH partnerships with the Department of Corrections, Department of Social and Health Services/Juvenile Rehabilitation Administration, local jails and detention centers, community-based organizations, and other offender employment and training providers.

SPECIAL EMPLOYMENT SERVICES FOR OFFENDERS PROGRAM (Correction Camps)

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Statutory Authority	State – RCW 72.09, 72.64.090, 76.04. Administrated by the Department of Natural Resources (DNR).
Federal Funding	FY 99 \$80,000 (7/1/98 to 6/30/99) from the U.S. Department of Agriculture – U.S. Forest Service.
State Funding	FY 99 \$4,458,000 (7/1/98 to 6/30/99) from the State General Fund and State Timber Sales receipts.
History	For over 40 years, correctional camps for adult and juvenile offenders in Washington have been cooperatively operated by DNR, the Department of Corrections, and the Juvenile Rehabilitation Administration of the Department of Social and Health Services. The program was authorized in 1943 by the Legislature as an adult honor camp program. Between 1956 and 1979, the work camps underwent a period of development and expansion.
Planning Cycle	Biennial.
Purpose and Type of Services	The program provides work opportunities for inmates, supporting projects managed by DNR and other agencies. Employment includes fire suppression, reforestation, thinning, forest plantation maintenance, recreation site maintenance, and providing services to other governmental agencies.
Funding and Regional Division	There are seven camps statewide.

Adult Camps

Olympic
Jefferson County

Cedar Creek
Thurston County

Larch
Clark County

Airway Heights
Spokane County

Juvenile Camps

Indian Ridge
Snohomish County

Mission Creek
Mason County

Naselle
Pacific County

SPECIAL EMPLOYMENT SERVICES FOR OFFENDERS PROGRAM (Correction Camps) (cont.)

Funding and Regional Division (cont.)

Funding is secured through DNR's normal budget development process. DNR develops its budget based on the historical work provided by work camps and its projected future workload for emergency response, state trust land management, and services contracted out to other agencies.

Participant Eligibility

The program targets youth and adults incarcerated in the state's corrections facilities. Individuals are selected for the program's special employment services through agreements established between the Department of Corrections and the Department of Social and Health Services, Division of Juvenile Rehabilitation.

Outcome Measures

Outcome measures include:

- Degree to which public and other agencies see the value of sustaining inmate work crews to protect state lands.
- Level of use of inmate crews to support state lands functions to enhance the value of state trust lands for future generations.
- Degree to which trained inmate crews are available for emergency response.
- Level of use of trained inmate crews to develop and maintain recreational facilities on state lands.

Other Program Characteristics

DNR largely provides the same work opportunities for youth and adult inmates. Both groups of both sexes fight fires, plant trees, do precommercial thinning of harvestable timber, clean up streams, control brush, and maintain forest roads. During a typical year, inmates plant trees from January through April, undergo fire fighting training in the spring, fight fires and maintain timber stands during the summer, and do precommercial thinning year round.

DISABLED VETERANS OUTREACH PROGRAM

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Statutory Authority	Federal—Title 38, USC, Chapter 41, Sec. 4103A. Administered by the Employment Security Department (ESD).
Federal Funding	FY 99 \$2,591,000 (10/1/98 to 9/30/99) from the Veterans' Employment and Training Service, U.S. Department of Labor (DOL).
Program History	The Disabled Veterans Outreach Program (DVOP) was initially established by executive order in 1977 and later authorized by the Veteran's Rehabilitation and Education Amendments of 1980. Although DVOP personnel are employees of this state, their positions are funded annually by grants by the DOL.
Planning Cycle	Federal Fiscal Year.
Purpose and Type of Services	The purpose of the program is to increase opportunities for disabled veterans and Vietnam-era veterans to obtain counseling, job training, job placement services, and employment. The program meets its objectives by developing service delivery networks, coordinating with existing delivery systems and entering into cooperative training/placement arrangements with community groups, veterans organizations, employers, trade associations, labor unions, and educational institutions.
Funding and Regional Division	ESD carries its responsibilities through a statewide network that includes representation in each of ESD's four regions. The Employment and Training Division for ESD administers veteran activities through the Office of Regional Affairs and a director in each region. A plan is required to access funding. Funds provided under this program are sufficient to support the appointment of one DVOP specialist for each 7,400 veterans who are between the ages of 20 and 64 and reside in the state. Each specialist must be a qualified veteran. One quarter of DVOP specialists must be outstationed at locations other than Job Service Centers.

DISABLED VETERANS OUTREACH PROGRAM (*cont.*)

Participant Eligibility

The program serves disabled veterans and Vietnam-era veterans with a priority given to disabled veterans of the Vietnam-era.

Outcome Measures

Program measures include:

- Placements, obtained employment.
- Federal contractor placements.
- Counseling, placed in training.
- Job development contacts.

Other Program Characteristics

Seventy-five percent of DVOP staff are based out of Job Service Centers statewide, and the remaining 25 percent are outstationed at approved locations such as the VA Hospital, the VA Regional Office, and military installations.

The state's plan is to physically integrate services where it makes sense, electronically tie various existing locations and providers together, and provide for extensive self- service options. Once implemented, the WorkSource career center system will present a broad range of reemployment services that were not previously accessible or easily available to veterans who visited Job Service Centers.

LOCAL VETERANS EMPLOYMENT REPRESENTATIVE PROGRAM

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Statutory Authority	Federal—Title 38, USC, Chapter 41, Sec. 4104. Administered by the Employment Security Department (ESD).
Federal Funding	FY 99 \$1,975,000 (10/1/98 to 9/30/99) from the Veterans Employment and Training Service, U.S. Department of Labor (DOL).
Program History	The Local Veterans Employment Representative (LVER) Program was first authorized under the original GI Bill, the Servicemen's Readjustment Act of 1944. Since then, legislation has been enacted to increase benefits and entitlements for Veterans. ESD receives annual grants from DOL to fund LVER positions.
Planning Cycle	Federal fiscal year.
Purpose and Type of Services	The program ensures local supervision of ESD compliance with federal regulations, standards of performance, and grant agreement provisions for special services and priorities for veterans. LVER personnel based in job service centers provide (and supervise others to provide) veterans with labor exchange services, including intake and assessment, counseling, testing, job-search assistance, and referral and placement. LVER representatives maintain regular contact with employers, labor unions, training programs, and veterans' organizations in order to better advise veterans of opportunities for employment and training.
Funding and Regional Division	ESD carries its responsibilities through a statewide network that includes representation in each of ESDs four regions. The Employment and Training Division of ESD administers veteran activities through the Office of Regional Affairs and a director in each region. A plan is required to access funding. There is one full-time representative in each job service center with 1,100 or more veteran applicants, and one part-time representative in offices with at least 350 veteran applicants.

LOCAL VETERANS EMPLOYMENT REPRESENTATIVE PROGRAM (*cont.*)

Participant Eligibility

Any person who served on active duty for a period of more than 180 days and was discharged or released from active duty with other than a dishonorable discharge or was discharged or released from active duty because of a service-connected disability is eligible.

Outcome Measures

Outcome measures include:

- Placements.
- Obtained employment.
- Federal contractor placements.
- Counseling
- Training placement.
- Job developments control.

Representatives carry out a number of specific monitoring and supervision functions to assure participation of veterans in employment and training programs and in subsequent referrals of qualified veterans to job opportunities.

Other Characteristics

The state's plan is to physically integrate services where it makes sense, electronically tie various existing locations and providers together and provide for extensive self-service options. Once implemented, the WorkSource career center system will present a broad range of reemployment services that were not previously accessible or easily available to veterans who visited job service centers.